

HANDBOOK
ON
DISTANCE EDUCATION
2004



ASSOCIATION OF INDIAN UNIVERSITIES
16, COMRADE INDRAJIT GUPTA MARG
(KOTLA MARG), NEW DELHI 110002

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FOREWORD

We are pleased to release the seventh edition of 'Handbook on Distance Education' which is primarily meant for students seeking admission to academic/technical/professional (management, computer, journalism, etc) courses offered by correspondence/distance education mode. It contains information on 106 Universities including 10 Open Universities offering courses at degree/diploma/certificate level as against 74 Universities included in the last edition. Punjab Agricultural University, Ludhiana has discontinued distance education programmes. Universities whose programmes are included for the first time are – Acharya Nagarjuna University; Allahabad Agricultural Institute; Bharati Vidyapeeth; Bundelkhand University; Ch. Charan Singh Haryana Agricultural University; Dakshina Bharat Hindi Prachar Sabha; Dibrugarh University; Fakir Mohan University; Gandhigram Rural Institute; Gurukula Kangri Vishwavidyalaya; Guru Nanak Dev University, Indian Institute of Technology Bombay; Institute of Advanced Studies in Education; Jamia Hamdard; Janardan Rai Nagar Rajasthan Vidyapeeth, University of Kalyani; Kannada University, Kannur University; Kuvempu University; Manipal Academy of Higher Education; National Academy of Legal Studies and Research; University of North Bengal; North Orissa University; Periyar University; Rabindra Bharati University; Shanmugha Arts, Science, Technology and Research Academy; Sikkim-Manipal University of Health Medical & Technological Sciences; Sri Padmavati Mahila Visvavidyalayam; Sri Ramchandra Medical College and Research Institute; Tamil Nadu Veterinary and Animal Sciences University; Tamil Nadu Dr Ambedkar Law University; Tripura University; Visvesvaraya National Institute of Technology. Information on research-level facilities (MPhil/PhD), wherever available, has also been included.

The Handbook has been divided into two parts - Part I covers courses offered by Open Universities and Part II covers courses offered by other Universities/Institutes in the country.

The information on each University/Institute includes: year of establishment of Distance Education Directorate/Institute; name of its Director/Head; programmes offered; admission dates; eligibility; duration; fees; examination/study centres; academic activities; subjects of study; medium of instruction/examination; library and other facilities; students' enrolment, etc. A subjectwise index is given at the end.

We would welcome suggestions for improvement of future editions.

Prof Dayanand Dongaonkar

Secretary General

Association of Indian Universities

New Delhi
August 2004

CONTENTS

	Page
Foreword	iii
Abbreviations	xi
Part I	1
OPEN UNIVERSITIES	
Dr B R Ambedkar	3
Dr Babasaheb Ambedkar	7
I G N O U	9
K S O U	19
M P Bhoj (Open)	23
Nalanda Open	28
Netaji Subhas Open	30
U P Rajarshi Tandon	32
Vardhaman Mahaveer	35
Y C M O U	38
Part II	43
OTHER UNIVERSITIES	
Acharya Nagarjuna	45
Alagappa	47
Allahabad	50
A A I	51
Andhra	52
	54
Annamalai	56
	63
A P S Rewa	65
Babasaheb Bhimrao Ambedkar Bihar	66
Bangalore	68
Barkatullah	70

Berhampur	Distance Education Centre	72
Bharathiar	School of Distance Education	74
Bharathidasan	Centre for Distance Education	77
Bharati Vidyapeeth	Directorate of Distance Education	79
B I T S	Distance Learning Programmes Division	80
Bundelkhand	Campus for Open Learning	90
Burdwan	Directorate of Correspondence Courses	92
Calicut	School of Distance Education	94
C I E F L	Department of Distance Education	97
C C S Haryana Agricultural University	Postgraduate Studies	100
Dakshina Bharat	Directorate of Distance Education	101
Delhi	School of Correspondence Courses and Continuing Education	102
Devi Ahilya	Institute of Management Studies (MBA Distance Education)	104
Dibrugarh	Directorate of Distance Education	105
Dr H S Gour	Department of Correspondence Courses	106
Fakir Mohan	Centre of Distance and Continuing Education	108
G B Pant	Directorate of Extension	109
Gandhigram Rural	Distance Education Centre	110
Gauhati	Postgraduate Correspondence School	112
Gujarat Vidyapith	Department of Education (Education College)	114
	Department of Gandhian Thought	115
Guru Ghasidas	Institute of Distance Education	116
Guru Jambheshwar	Directorate of Distance Education	117
Guru Nanak Dev	Centre for Distance Education	119
Gurukula Kangri	Faculty of Distance Education	122
Himachal Pradesh	International Centre for Distance Education and Open Learning	123
Hyderabad	Centre for Distance Education	125
I I T Bombay	Distance Education Programme	127
I A S E	Directorate of Distance Education	128
I I P S Mumbai	Department of Extra Mural Studies	131

Jain Vishva Bharati	Department of Distance Education	133
Jamia Hamdard	Directorate of Distance Education	135
Jamia Millia Islamia	Urdu Correspondence Course	136
Jammu	Directorate of Distance Education	137
Janardan Rai Nagar Rajasthan Vidyapeeth	Directorate of Distance Education	140
J N T U	School of Continuing and Distance Education	143
Jiwaji	Institute of Distance Education	145
Kakatiya	School of Distance Learning and Continuing Education	147
Kalyani	Open and Distance Learning Centre	150
Kannada	Distance Education Centre	151
Kannur	School of Distance Education	153
Kashmir	Department of Distance Education	154
Kerala	Institute of Distance Education	156
Kurukshetra	Directorate of Correspondence Courses	158
Kuvempu	Distance Education Council	162
L N Mithila	Directorate of Distance Education	163
Madras	Institute of Correspondence Education	164
Madurai Kamaraj	Directorate of Distance Education	168
Maharshi Dayanand	Directorate of Distance Education	171
Mahatma Gandhi	School of Distance Education	174
Mahatma Gandhi Chitrakoot Gramoday	Institute of Distance Learning & Continuing Education	176
M A H E	Distance Education Wing	177
Manonmaniam Sundaranar	Directorate of Distance and Continuing Education	179
Maulana Azad National Urdu	Directorate of Distance Education	182
Mother Teresa	School of Distance Education	184
Mumbai	Institute of Distance Education	187
N A L S A R	NALSAR Proximate Education	189
National Law School	Distance Education Department	191
North Bengal	Directorate of Distance Education	193
North Eastern Hill	Centre for Distance Education	194
North Orissa	Directorate of Distance Education	195
Osmania	Prof G Ram Reddy Centre for Distance Education	196

Panjab	Department of Correspondence Studies	199
	Department of Gandhian Studies	200
Patna	Directorate of Distance Education	202
Periyar	Periyar Institute of Distance Education	204
Pondicherry	Directorate of Distance Education	206
Potti Sreeramulu Telugu	School of Distance Education	209
Punjabi	Department of Correspondence Courses	210
	Punjab School of Management Studies	212
Rabindra Bharati		214
Rani Durgavati	College of Materials Management	216
Sambalpur	Distance Education Cell	217
Shanmugha Arts	Centre for Distance Education	219
Shivaji	Department of Adult & Continuing Education and Extension Work	220
Sikkim Manipal University		221
S N D T Women's	Centre for Distance Education	224
Sri Krishnadevaraya	Centre for Distance Education	226
Sri Padmavati Mahila	Distance Education Centre	227
Sri Ramachandra Medical	Sri Ramachandra College of Family Health	229
Sri Venkateswara	Directorate of Distance Education	231
T N A U	Directorate of Extension Education	233
T N Veterinary	Distance Education Cell	234
The T N Dr Ambedkar Law	Department of Distance Education	235
Tilak Maharashtra	Open Education Centre (Mukta Vidya Kendra)	236
Tripura	Directorate of Distance Education	238
Utkal	Directorate of Distance & Continuing Education	239
Vidyasagar	Directorate of Distance Education	241
Visvesveraya N I T	Distance Education Programmes	243
106 universities		
	INDEX	245

ABBREVIATIONS

Degrees

BA	Bachelor of Arts	BTS	Bachelor of Tourism Studies
BA (Hons)	Bachelor of Arts (Honours)	BPP	Bachelor's Preparatory Programme
BAL	Bachelor of Academic Laws	LLB (Acad)	Bachelor of Law (Academic)
BBA	Bachelor of Business Administration	LLM/ML	Master of Law
BBM	Bachelor of Bank Management	MA	Master of Arts
BBS	Bachelor of Business Studies	MBA	Master of Business Administration
BCA	Bachelor of Computer Applications	MBL	Master of Business Laws
BCS	Bachelor of Corporate Secretaryship	MBM	Master of Bank Management
BCom	Bachelor of Commerce	MCA	Master of Computer Applications
BCJ	Bachelor of Communication & Journalism	MCS	Master of Corporate Secretaryship
BCom (Hons)	Bachelor of Commerce (Honours)	MCSMM	Master of Chemicals, Sales & Marketing Management
BCEC	Bachelor of Company & e-Commerce	MCom	Master of Commerce
BDIT	Bachelor of Development & Information Technology	MCom (CM)	Master of Commerce (Cooperative Management)
BEd	Bachelor of Education	ME	Master of Engineering
BFT	Bachelor of Foreign Trade	MEd	Master of Education
BGL	Bachelor of General Laws	MFC	Master of Finance & Control
BHSc	Bachelor of Horticulture Science	MFM	Master of Financial Management
BIS	Bachelor in Internet Sciences	MHR	Master of Human Rights
BIT	Bachelor of Information Technology	MHRM	Master of Human Resource Management
BJMC	Bachelor of Journalism & Mass Communication	MIM	Master of Investment Management
BLIS/BLISc	Bachelor of Library & Information Science	MFT	Master of Foreign Trade
BLitt/BLit	Bachelor of Literature	ML/LLM	Master of Law
BMC	Bachelor of Mass Communication	MLIS/MILSc	Master of Library & Information Science
BMM	Bachelor of Marketing Management	MLM	Master of Labour Management
BPed	Bachelor in Physical Education	MMC	Master of Mass Communication
BPR	Bachelor of Public Relations	MMM	Master of Marketing Management
BTM	Bachelor of Tourism & Travel Management	MJMC	Master of Journalism & Mass Communication
BRTM	Bachelor of Rural Technology & Management	MPed	Master of Physical Education
BS/BSc	Bachelor of Science	MPM	Master of Public Management
BSc (Hons)	Bachelor of Science (Honours)	MPS	Master of Population Studies
BSIS	Bachelor of Science in Information System	MS/MSc	Master of Science
BTech	Bachelor of Technology	MTM	Master of Tourism Management
		MTTM	Master of Travel & Tourism Management

MVS	Master of Vocational Studies	MPhil	Master of Philosophy
MWS	Master of Women's Studies	PhD	Doctor of Philosophy

Diplomas

ADIT	Advanced Diploma in Information Technology	DIRLWPM	Diploma in Industrial Relations, Labour Welfare & Personnel Management
DAM	Diploma in Agricultural Marketing	DIR	Diploma in International Relations
DAS	Diploma in Application Software	DIT	Diploma in Information Technology
DBA	Diploma in Business Administration	DJ	Diploma in Journalism
DBM	Diploma in Bank Management	DJMC	Diploma in Journalism & Mass Communication
DBF	Diploma in Business Finance	DLLA	Diploma in Labour Laws with Administrative Law
DCA	Diploma in Computer Application	DLIS/DLISc	Diploma in Library & Information Science
DCA	Diploma in Commercial Art	DMCH	Diploma in Maternal and Child Health
DCLE	Diploma in Cyber Laws and Ethics	DMCJ	Diploma in Mass Communication & Journalism
DCS	Diploma in Computer Science	DMM	Diploma in Marketing Management
DCO	Diploma in Computers in Office Management	DMT	Diploma in Medical Transcription
ADCM	Advanced Diploma in Construction Management	DNHE	Diploma in Nutrition & Health Education
DCM	Diploma in Cooperative Management	DOM	Diploma in Office Management
DCSMM	Diploma in Chemicals, Sales & Marketing Management	DOOP	Diploma in Office Organisation & Procedure
DDDT	Diploma in Dress Designing and Tailoring	DOR	Diploma in Operations Research
DDE	Diploma in Distance Education	DPA	Diploma in Public Administration
DEE	Diploma in Environmental Education	DPE	Diploma in Population Education
DEIA	Diploma in Environmental Impact Assessment	DPM	Diploma in Portfolio Management
DFC	Diploma in Finance & Control	DPM	Diploma in Personnel Management
DFM	Diploma in Financial Management	DPM&IL	Diploma in Personnel Management & Industrial Law
DGC	Diploma in Guidance & Counselling	DPM&IR	Diploma in Personnel Management & Industrial Relations
DHIV&FE	Diploma in HIV and Family Education	DPM&LW	Diploma in Personnel Management & Labour Laws
DHR	Diploma in Human Rights	DPR	Diploma in Public Relations
DHRM	Diploma in Human Resource Management	DRD	Diploma in Rural Development
DIB	Diploma in International Business	DRTM	Diploma in Rural Technology & Management
DID	Diploma in Interior Decoration	DSM	Diploma in Software Marketing
DIM	Diploma in Management/Diploma in Insurance Management	DSW	Diploma in Social Work
DIRM	Diploma in Insurance & Risk Management		

DT	Diploma in Transaltion	ADWRE	Advanced Diploma in Water Resource Engineering
DTA	Diploma in Tourism Administration	DTTM	Diploma in Travel & Tourism Management
DTD	Diploma in Textile Designing	DYDW	Diploma in Youth in Dev Work

Certificates

CCP	Certificate in Consumer Protection	CLD	Certificate in Labour Development
CCCP	Certificate in Child Care & Development	CMLT	Certificate in Medical Lab Technology
CDM	Certificate in Disaster Management	CMT	Certificate in Tourism Management
CHR	Certificate in Human Rights	CTM	Certificate in Tourism Marketing
CHIV&FE	Certificate in HIV and Family Education	CNCE	Certificate in Nutrition & Child Care
CIC	Certificate in Computing	CPFM	Certificate in Participatory Forest Management
CIG	Certificate in Guidance	COC	Certificate in Office Computer
CCA	Certificate in Computer Applications	COM	Certificate in Office Management
CCP	Certificate in Computer Programming	CSA	Certificate in Software Application
CFN	Certificate in Food & Nutrition	CTS	Certificate in Tourism Studies

Miscellaneous

UET	University Entrance Test	PG	Postgraduate
OL	Oriental Learning	UG	Undergraduate
PC	Personal Computer	Inter	Intermediate

**Enrolment of students in Open Universities/Distance Education
Institutions**

S. No.	Name of the University	Total	Male	Female
1	Dr B R Ambedkar Open University	124788	NA	NA
2	Dr Babasaheb Ambedkar Open University	7999	5286	2713
3	Indira Gandhi National Open University	261034	175648	85381
4	Karnataka State Open University	29277	21714	7563
5	M P Bhoj Open University	183000	113964	69036
6	Nalanda Open University	1019	723	296
7	Netaji Subhas Open University	2020	1562	458
8	U P Rajarshi Tandon Open University	8184	5814	2370
9	Vardhman Mahaveer Kota Open University	12871	9156	3715
10.	Yashwantrao Chavan Maharashtra Open University	103255	NA	NA
11.	Acharya N G Ranga Agricultural University	12025	NA	NA
12	Alagappa University	24372	14455	9917
13	University of Allahabad	3688	2842	846
14.	Allahabad Agricultural Institute	14072	10768	3304
15	Andhra University	74604	NA	NA
16	Annamalai University	109884	57855	52029
17	Awadhesh Pratap Singh University	1683	1067	616
18	Babasaheb Bhimrao Ambedkar University	1500	900	600
19.	Bangalore University	14688	7379	7309
20	Barkatullah University	284	172	112
21.	Berhampur University	1061	723	338
22	Bharathiar University	NA	NA	NA
23	Bharathidasan University	5924	2665	3259
24.	Bharati Vidyapeeth	120	110	10
25	Birla Institute of Technology and Science	8030	7195	835

26	Bundelkhand University	1468	881	587
27	University of Burdwan	7877	4201	3676
28.	Calicut University	30294	15835	14459
29	Central Institute of English and Foreign Languages	785	359	426
30	Ch Charan Singh Haryana Agricultural University	7	6	1
31	Dakshina Bharat Hindi Parichay Shiksha	354	68	286
32	University of Delhi	141649	74443	67206
33	Devī Ahilya University	NA	NA	NA
34	Dibrugarh University	1599	NA	NA
35	Dr Harisingh Gour Vishwavidyalaya	460	314	146
36.	Fakir Mohan University	NA	NA	NA
37	G B Pant University of Agriculture & Technology	NA	NA	NA
38.	Gandhigram Rural Institute	NA	NA	NA
39	Gauhati University	1771	763	1008
40	Gujarat Vidyapeeth	180	142	38
41	Guru Ghasidas University	2600	1900	700
42.	Guru Jambheshwar University	6895	NA	NA
43.	Guru Nanak Dev University	2959	1268	1691
44.	Gurukula Kangri Vishwavidyalaya	NA	NA	NA
45	Himachal Pradesh University	33245	20179	13066
46.	University of Hyderabad	1297	985	312
47	Indian Institute of Technology Bombay	286	231	55
48	Institute of Advanced Studies in Education	11954	NA	NA
49.	International Institute for Population Sciences	92	60	32
50	Jain Vishva Bharati Institute	2363	990	1373
51	Jamia Hamdard	NA	NA	NA
52.	Jamia Millia Islamia	403	290	113
53.	University of Jammu	4252	NA	NA
54	Janardan Rai Nagar Rajasthan Vidyapeeth	3721	NA	NA

55.	Jawaharlal Nehru Technological University	60	48	12
56.	Jiwaji University	475	290	185
57.	Kakatiya University	29479	17044	12435
58.	University of Kalyani	NA	NA	NA
59.	Kannada University	101	66	35
60.	Kannur University	455	173	282
61.	University of Kashmir	4000	NA	NA
62.	University of Kerala	11296	5283	6013
63.	Kurukshetra University	31827	21878	9949
64.	Kuvempu University	NA	NA	NA
65.	Lalit Narayan Mithila University	NA	NA	NA
66.	University of Madras	150543	84705	65838
67.	Madurai Kamaraj University	123715	NA	NA
68.	Maharshi Dayanad University	42459	19390	23069
69.	Mahatma Gandhi University	2800	1674	1126
70.	Mahatma Gandhi Chitrakoot Gramoday Vishwavidyalaya	NA	NA	NA
71.	Manipal Academy of Higher Education	384	247	137
72.	Manonmaniam Sundaranar University	3775	1598	2177
73.	Maulana Azad National Urdu University	13914	6985	6929
74.	Mother Teresa Women's University	2372	NA	2372
75.	University of Mumbai	55556	26875	28681
76.	NALSAR University	208	148	60
77.	National Law School of India University	1381	950	431
78.	University of North Bengal	3855	2029	1826
79.	North Eastern Hill University	9	6	3
80.	North Orissa University	NA	NA	NA
81.	Osmania University	42029	NA	NA
82.	Panjab University	14336	9713	4623
83.	Patna University	11171	8654	2517
84.	Periyar University	1566	960	606
85.	Pondicherry University	14409	10700	3709
86.	Potti Sreeramulu Telugu University	556	414	142

87	Punjab University	10064	6425
88	Rabindra Bharati University	9762	NA
89	Rani Durgavati Vishwavidyalaya	85	70
90	Sambalpur University	143	131
91	Shanmugha Arts, Science, Technology and Research Academy	872	NA
92	Shivaji University	4	2
93	Sikkim-Manipal University of Health Medical & Technological Sciences	76000	60000
94	SNDT Women's University	11650	NA
95	Sri Krishnadevaraya University	NA	NA
96	Sri Padmavati Mahila Visvavidyalayam	73	NA
97	Sri Ramachandra Medical College and Research Institute	25	20
98	Sri Venkateswara University	7221	4407
99	Tamil Nadu Agricultural University	NA	NA
100	Tamil Nadu Veterinary and Animal Sciences University	347	NA
101	Tamil Nadu Dr Ambedkar Law University	223	187
102	Tilak Maharashtra Vidyapeeth	4596	2768
103	Tripura University	NA	NA
104	Utkal University	1595	NA
105.	Vidyasagar University	10778	NA
106.	Visvesvaraya National Institute of Technology	91	80
Total		1958153	856833

NA Not Available

PART - I

OPEN UNIVERSITIES

DR B R AMBEDKAR OPEN UNIVERSITY

Prof G Ram Reddy Marg, Road No 46

Jubilee Hills, Hyderabad 500 033

ESTABLISHED 1982

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REGISTRAR Shri P Krishna Rao

FAX 040-23544830

DIRECTOR (*Academic*) Prof P Ramaiah

E-MAIL registrar@braou.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	18 yrs of age on July 1 with no formal qualification and passing the eligibility test <i>or</i> Intermediate exam
BSc (Botany, Chemistry, Geology, Maths, Physics, Zoology)	3 yrs	Intermediate Sc With one yr experience in Science & Tech
BSc (Special)	3 yrs	Based on the percentage of marks obtained in Chem in Intermediate
BLISc (Library Science)	1 yr	Bachelor's degree with work experience in Library
BPR (Public Relations)	1 yr	Bachelor's degree Preference to PROs, Journalists, media unit of State/Central Govt advertising agencies etc
MA (Economics, History, Political Science, Public Admn, Sociology)	2 yrs	Bachelor's degree Admission on merit
MSc (Maths)	2 yrs	BSc (Maths). Admission on merit
MA (English)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom/BBA/BBM/BA Commerce
MLISc	1 yr	BLISc with 40% marks
MBA	3 yrs	Bachelor's degree with 50% marks (45% for SC/ST) <i>or</i> Inservice Graduates with 2 yrs of supervisory/managerial/professional experience. Admission through common entrance test
MPhil (Commerce, Dev Stat, Economics, Geography, Political Science, Public Administration, Sociology)	1½ yrs	II Cl Master's degree in Social Sciences or allied disciplines and passing the entrance test. Preference to college teachers/persons working in research organisations and UGC-JRF scholars
PhD (Commerce, Dev Stats, Economics, Geography, Political Science, Pub Admn, Sociology)	2 yrs	MPhil degree <i>or</i> 60% marks in MPhil Part I <i>or</i> II Cl Master's degree with atleast two Research Publications.

4 Dr B R Ambedkar

PhD in Distance Education		MPhil/PhD in any subject 55%+PG & 2 publications in DE 55% +1 Research Pub in DE & 3 years experience
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Business Finance (PGDBF) • Environmental Studies (PGDES) • Human Rights (PGDHR) • Marketing Management (PGDMM) • Women Studies (PGDWS) • Writing for Mass Media (PGDWMM) 		Bachelor's Degree or Intermediate with 3 yrs mass media experience
Certificates	6 months	
<ul style="list-style-type: none"> • Food & Nutrition • English Communication 		No formal qualification needed Age 18 yrs 10th Pass Age 18 yrs
Single Subject		Bachelor's degree
Notification/Last Date		June/July (UG & MBA) Oct/Nov (PG, PG Diplomas & Certificates)

Admission is open on all India basis, contact programmes/exams are however conducted at various Study centres in Andhra Pradesh Total number of study centres of Dr B R Ambedkar Open University by 2003-2004 academic year are 152

Reservations for SC/ST/OBC/Physically handicapped/Ex-Servicemen

Prospectus with application form can be obtained *BA/BCom/BSc* From any of the univ Study Centres in the State on cash payment of Rs 50 or through Bank draft of Rs 70 in favour of the Registrar, Dr B R Ambedkar Open University, Hyderabad, if required by post *MA/MSc (Maths)/MBA/MLISc* From any of the University P G Study Centres on cash payment of Rs 100 or through bank draft of Rs 130, in favour of Registrar, Dr B R Ambedkar Open University, Hyderabad, if required by post. Completed application should reach the concerned university study centre by the notified date. *MPhil/PhD* From the Director, Centre for Economic and Social Studies (CESS) Nizamiah Observatory Campus, Begumpet, Hyderabad 500016 on payment of Rs 100 through cash/bank draft or as notified from time to time. Completed applications with entrance test fee of Rs 200 should reach the Coordinator, CESS, Hyderabad by the notified date.

Study Centres Total study centres are located in all the districts of the State and twin cities of Hyderabad and Secunderabad. Study centres are also located in Central Prisons of Hyderabad and Rajahmundry where prisoners are enrolled for UG and PG diploma courses The students receive guidance and counselling from the Counsellors at the study centres

MBA/PG Study Centres Anantapur, Cuddapah, Hyderabad/Secunderabad, Karimnagar, Kurnool, Mahaboobnagar, Nizamabad, Rajahmundry, Tirupati, Vijayawada, Visakhapatnam, Warangal.

Study Centres are headed by Joint Director/Dy Director/Asstt Director/Part-time Co-ordinator Contact-cum-counselling classes and radio time-table are arranged. The radio lessons are broadcast by AIR, Hyderabad on week days. Study Centres are provided with VCR/TV set for the video lessons. Library facilities (text books and reference books) are available at study centres. Study centres in the State arrange science practical classes for BSc students and provide opportunities for teacher-student and student-student interaction

Regional Centres To strengthen the existing study centres for effective delivery of services to students the University has established 23 Regional Coordination Centres (RCC) one in

each district headquarters. The main aim of this proposal is to create an institutional arrangement for effective coordination, to arrange for the use of technology for delivery of learning and administrative services and to provide timely communications. For this purpose a facilitator called Regional Coordinator shall be appointed at each Regional Coordination Centre. The identified RCC's are located at Adilabad, Ananthapur, Cuddapah, Eluru, Guntur, Karimnagar, Khammam, Kurnool, Mahabubnagar, Nalgonda, Nellore, Nizamabad, Ongole (Prakasam Distt), Rajahmundry, Siddipet, Srikakulam, Chittoor, Visakhapatnam, Vizianagaram, Warangal, Hyderabad, Vijayawada.

Open University System Candidates with 18 yrs of age (as per birth certificates from the School/Municipality) are eligible to seek admission in BA/BCom/BSc without any formal academic qualification after passing the eligibility test conducted by Dr B R Ambedkar Open University every academic year. The eligibility test consists of 3 papers of one hour duration each in English, Modern Indian Language (Telugu/Hindi/Urdu) and General Knowledge and Social Science.

Teaching Methods included continuous evaluation through assignments, use of radio, television, video, audio cassettes besides printed course material and face to face contact and counselling programmes at study centres. Work study per week include 12-16 hrs printed courses, 30 minutes radio broadcasts and 2-3 hrs audio-video programmes.

Coaching through summer schools is arranged by the university. Attendance at summer schools is compulsory for BLISc and BSc students. BSc students receive practical training during vacation.

Course Structure (i) Foundation courses, Core courses and Applied courses, (ii) Flexibility in the choice of subjects for study in the second/third year of the programmes, (iii) Social relevance/vocationalization in the course content.

Programme Structure BA/BCom/BSc The first year consists of four foundation courses which are common and compulsory to all the students admitted to the undergraduate programmes of BA/BCom/BSc. The foundation courses are Modern Indian Languages (Telugu/Urdu/Hindi/Functional English), English Language, Science & Technology and Social Sciences. The UG students choose three optionals in the second year. The *optionals* are Economics, History, Political Sc, Public Admn, Sociology, English Literature, Hindi Literature, Telugu Literature, Urdu Literature, Commerce Group I, II, III, Science, Maths, Phy, Chem, Zool, Geol, Computer Application (offered in collaboration with NIIT) and BSc (Special). BSc optionals are Bot, Chem, Geol, Maths, Phy, Zool. The University offers BSc (Special) programme with an objective of providing employment opportunities in drug industry and is designed with focus on Drug Chemistry and Drug Technology. **Single Subject** a provision is made to permit such of those students who have graduated from this University or from any other Universities for subject-wise admission without requiring registration for the entire programme. (Student who already hold a Bachelors degree either from this University or from any other University which is a member of the Association of Indian Universities).

MBA The programme consists of 19 courses (including Project Report). The pattern of exam is based on two components: Continuous Evaluation in the form of periodic assignments or units which carries a weightage of 30% and term end exam with a weightage of 70%.

Personal Contact Programmes are arranged at various study centres in the State on Sundays. For undergraduate courses 24 days, Postgraduate courses 16 days, BLISc 24 days; CPFN 12 days.

Medium of Instruction/Exam BA/BCom/BSc *English/Telugu/Urdu*; BSc (Special)/BLISc/BPR/MSc (Maths)/MA (Eng)/MCom/MBA/MLISc/MPhil/PhD/PG Dips in Business Finance, Marketing Mgt, Environmental Studies, Women Studies/ Certificate in English Communication. *English*, MA (Economics, History, Political Science, Public

6 Dr B R Ambedkar

Administration, Sociology)/PG Dips in Human Rights, Writing for Mass Media *Telugu*, Certificate in Food & Nutrition *Telugu & Urdu*, Single Subject *Telugu/English*

Fees (per annum) BA/BCom Rs 900-1100, BSc Rs 900-1100 plus practical fee of Rs 500 for each subject, BSc (Special) Rs 900-5000, BLISc/BPR Rs 2000, MPhil/PhD Rs 1500 (2 instalments), MA/MSc (Maths) Rs 2500; MCom Rs 3000, MLISc/MBA Rs 4500, Diplomas Rs 1500-2200 Certificates in Food & Nutrition Rs 500, Eng Communication Rs 3000, Single subject Rs 1000

Physical Infrastructure With the interactive audio, tele-conferencing equipment set up with financial assistance of the Commonwealth of Learning and the dish antenna for direct reception of video from DEC (IGNOU), networking of all the Open Universities in the country will follow and open up possibilities for cost sharing and the sharing of expertise through tele-conferencing. This would pave the way for coordinated functioning of a variety of services viz., student-support services, admissions, examinations, computer data processing, library services, distribution of learning materials, staff training and development, evaluation, administrative, functional and academic support offered by the various branches and centres of the University.

Examination is conducted at the end of the academic year. Pass marks 40% for PG level Programmes and 35% for UG level Programmes.

Proposed Programmes PG Diploma courses in Rural Management, Computer Science/Oil Technology/Paper Technology and Translation, Diploma in Language Journalism (Telugu); Environmental Studies, Industrial Microbiology, General Office Management and Consumer Studies etc.

General Candidates are not allowed to pursue two courses simultaneously.

Budget Estimates (2003-2004) Receipts Rs 3,273.10 lakhs, Expenditure Rs 3,273.93 lakhs.

Students Enrolment (2003-2004) 1,24,788.

DR BABASAHEB AMBEDKAR OPEN UNIVERSITY*

**Govt Bungalow No. 9, Near Dafnala
Shahibaug, Ahmedabad 380 003**

ESTABLISHED 1994

PHONE 2869690/91

REGISTRAR (I/c) Shri S H Barot

FAX 079-2869691

DIRECTOR Principal G N Gosai

E-MAIL baou@adl vsnl net in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Bachelor's Preparatory Programme (BPP)	6 months- 2 yrs	No formal qualification, 18 yrs of age
BA/BCom	3-8 yrs	10+2 or equivalent
PG Diploma in Distance Education	1 yr	Bachelor's degree
Certificates	6 months- 2 yrs	10+2 or equivalent

- Child Care & Development (CCCD)
- Computing (CIC)
- Personal Computer (PC) Software (CPCS)
- Tourism Management (CMT)
- Tourism Marketing (CTM)
- Food & Nutrition (CFN) 18 yrs of age
- Teaching of English (CTE)

Notification June & December **Last Date** July & January

Application Procedure Application form and prospectus can be obtained from the University and different study centres in the State of Gujarat on payment. Completed application alongwith fees should reach the university Headquarters by the notified date.

Subjects of Study BA *Compulsory* Fundamentals of Humanity and Social Sciences; Humanity's of Science & Technology; Humanity's of Gujarati/English/Hindi (Any two) Electives (48 credits): Any *one* of the following Economics, Gujarati, Hindi, History, Political Science, Sociology, Public Administration. 8 credits from following subjects Feature Writing, Writing for Radio, Translation, Child Care and Community Organising; Nutrition for the Community; Human Environments; Marketing; Exports Procedure & Documentation, Office Organisation & Management; Secretarial Practice

Academic Activities include printed materials for self study, counselling sessions at study centres, continuous term-evaluations through assignments, etc.

Fees BPP Rs 300; BA/BCom Rs 1,300 per annum; CFN Rs 300; CIC Rs 1,700; CTM Rs 600; CMT Rs 600, CCCD Rs 500; CPCS Rs 1200

Personal Contact Programmes are arranged at different study centres in the State (47 study centres).

Medium of Instruction/Examination Gujarati

8 Dr Babasaheb Ambedkar

Commencement of Academic Session August and February

System of Examination Twice a year in January and July at all study centres in the State

Budget Estimates (1999-2000) Rs 654.96 lakhs.

Students Enrolment (1999-2000) 7999 (Men 5286 Women 2713).

Faculty Strength Professors 6 Readers 10 Lecturers 23.

INDIRA GANDHI NATIONAL OPEN UNIVERSITY

Maidan Garhi

New Delhi 110 068

ESTABLISHED 1985

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FAX 011-29530863, 29532312

E-MAIL ignouregistrar@hotmail.com

REGISTRAR Prof A S Narang

WEBSITE <http://www.ignou.ac.in>

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Bachelor's Preparatory Programme (BPP) (leading to BA/BCom degree)	6 months	Age 18 yrs, no formal qualification
BA/BCom	3 yrs	12 yrs Sr Sec or BPP from IGNOU
BTS	3 yrs	BPP from IGNOU or 10+2
BSc (Maths, Physics, Chemistry Life Sciences)	3 yrs	12 yrs Sr Sec with Sc subjects or its equivalent
BSc (Nursing)	3 yrs	10+2 with Diploma in RNRM with a minimum or two years experience in the profession or 10 th Class (matriculation) or is equivalent with Diploma in RNRM with a min. of five years experience in the profession Note Male nurses and nurses who have not done Midwifery in the GNM programme must submit a Certificate of completion of a course of 6 to 9 months duration approved by INC in lieu of midwifery
BCA	3 yrs	12 yrs Sr Sec (with Maths or CIC of IGNOU) Admission through entrance test Note. PPC compulsory in first year of BCA for non-Maths students after completion of CIC
BEd	3 yrs	In service teacher and graduate with 2 yrs teaching experience in a recognized school
Bachelor in Information Technology (BIT)	3 yrs	10+2 and merit in the admission test conducted by IGNOU
Bachelor of Science in Hospitality and Hotel Administration (BHA)	3 yrs	10+2 or its equivalent (For details of this programme contact Director, NCHMCT, Pusa or Director, SOSS, IGNOU)

10 I G N O U

BTech in Civil

• Construction Mgt (BTCM)	4 yrs	3 yrs Polytechnic Dip holder in Civil/ Agriculture Engineering and employed
• Water Resource Engg (BTWRE)	4 yrs	3 yrs Polytechnic Dip holder in Civil/ Agriculture Engineering and employed
MA (English)	2 yrs	Bachelor's degree
MA (Distance Education)	1 yr	Diploma in Distance Education (DDE)
BLISc	1 yr	Bachelor's degree with 50% marks or with 2 yrs experience Bachelor's Degree in professional area such as Engineering, Pharmacy, Law etc
MLISc	1 yr	BLISc Degree or its equivalent (weightage is given to candidates having working experience in Libraries/ Information Centres)
MCA	3 yrs	Bachelor's degree (Maths at 10+2 level) and completion of DCO or CIC from IGNOU with required score or Bachelor's Degree in Computer Sc Application or non-computer BTech/MSc (CIC to be pursued concurrently with MCA first yr)

Management Programmes

Master of Business Administration (Banking & Finance) (MBF)	3 yrs	A member of the Indian Institute of Bankers (a) Should have passed the CAIB exam of the Indian Institute of Bankers, Mumbai and awarded the requisite qualification/credentials there of by the institute; (b) Should have been working in the banking or financial services sector for a period of atleast two years; (c) Should be a graduate of a recognized University
Master in Tourism Management (MTM)	2 yrs	Category I: BTS/BA in Tourism or Graduation in any field plus a recognized Diploma in Tourism; Category II: Diploma in Hotel Management recognized by the NCHMCT or AICTE or a Bachelor's Degree
MBA	3 yrs	Bachelor's Degree with 3 yrs Supervisory/Managerial/professional experience of professional degree
PG Diplomas	1 yr	Bachelor's Degree with 3 yrs Supervisory/managerial/professional experience of professional degree in Engineering/Technology/Medicine/ Architecture/Law or professional qualification (CA/ICWA/CS) or
• Financial Management (PGDFM)		
• Human Resource Management (PGDHRM)		
• Marketing Management (PGDMM)		
• Management (PGDIM)		
• Operations Management (PGDOM)		

		Master's degree in any subject. Admission through entrance test
• Distance Education (PGDDE)	1 yr	Bachelor's/Professional degree
• Higher Education (PGDHE)	1 yr	Master's/professional degree with 50% marks or Teachers in Institution of Higher Learner
• Hospital and Health Management (PGDHHM)	1 yr	MBBS/BDS/BSc Nursing/BPharm/ Graduates of other health related areas having 2-5 yrs experience in hospitals/nursing homes/health related institutions
• International Business Operations (PGDIBO)	1 yr	Graduate in any discipline
• Journalism & Mass Communication (PGJMC)	1 yr	Graduates with 2 yrs experience in a media/communication organization
• Maternal and Child Health (PGDMCH)	1 yr	MBBS (Internship completion before 31 Dec 2003)
• Rural Development (PGDRD)	1 yr	Bachelor's Degree
• Translation (PGDT)	1 yr	Bachelor's Degree
• Geriatric Medicine (PGDGM)	1 yr	MBBS
• Audio Programme Production (PGDAPP)	1 yr	Graduation in any discipline Preference will be given to those having experience in broadcasting (may be script writer, presenter or producer)
• Radio Prasaran (PGDRP)	1 yr	Bachelor's Degree
Advanced Diploma		
• Information Technology (ADIT)	1 yr	Graduate or Merit in the admission test conducted by IGNOU
• Tourism Studies (ADTS)	1 yr	DTS from IGNOU
• Construction Management (ADCM)	1 yr	3 years Polytechnic Diploma in Civil/Mechanical/Electrical/Computer/Architecture/Chemical Engg & Employed
• Water Resources Engineering (ADWRE)	1 yr	3 years Polytechnic Diploma in Civil/Mechanical/Electrical/Computer/Architecture/Chemical Engineering/Agriculture & Employed
• Diploma in Management (DIM)	1 yr	Bachelor's degree with 3 yrs supervisory/managerial/professional experience or non-graduates with 6 yrs supervisory/professional experience
Diplomas		
• Creative Writing in English/Hindi (DCE/DCH)	1 yr	10+2 or its equivalent or without 10+2 with 20 yrs of age
• Early Childhood Care & Education (DECE)	1 yr	12 yrs Sr Secondary

12 I G N O U

• Nutrition & Health Edn (DNHE)	1 yr	12 yrs Sr Secondary
• Tourism Studies (DTS)	1 yr	BPP from IGNOU or 10+2 or its equivalent
• Primary Education (DPE)	2 yrs	Matric/HSC/+2 standard pass with minimum two years teaching experience (This programme is on offer only in North Eastern States and J&K)
• Diploma in HIV and Family Education (DHIV&FE)	1 yr	10+2 or its equivalent or BPP from IGNOU or Matriculation with higher qualification recognized by Central/State Government
• Diploma in Youth in Development Work (DYDW)	1 yr	10+2 or its equivalent
Certificates		
Commonwealth Certificate Youth in Development Work (CCYP)	6 months	10+2
Computing (CIC)	6 months	12 yrs Sr Secondary
Consumer Protection (CCP)	6 months	10+2 or BPP from IGNOU
Disaster Management (CDM)	6 months	10+2 or its equivalent
Empowering Women Through Self Help Groups (CWDL)	6 months	Ability to read and write the language opted for study (minimum age. 18 yrs)
Environmental Studies (CES)	6 months	BPP from IGNOU or 10+2
Food & Nutrition (CFN)	6 months	No formal qualification, Age 18 yrs
Guidance (CIG)	6 months	Teachers of recognized institutions/pass in Matric/SSC age 18 yrs
Human Rights (CHR)	6 months	10+2 or equivalent
Labour Development (CLD)	6 months	10+2 or BPP from IGNOU or 10 th Std with working exp. In Labour related field at any level
Nutrition and Child Care (CNCC)	6 months	10+2 or equivalent
Participatory Forest Management (CPFM)	6 months	10+2 or non 10+2 with 2 yrs of work experience in the field of natural resource management
Participatory Project Planning or Sahabhagi Vikas Niyojan (SAVINI)	6 months	No formal qualification, 6 months work experience in development related organization, Age 18 yrs
Preparatory Programme in Computing (PPC)	6 months	10+2 or its equivalent
Rural Development (CRD)	6 months	Bachelor's degree
Teaching of English (CTE)	6 months	Graduation/10+2 with 2 yrs teaching experience
Teaching of Primary School Mathematics (CTPM)	6 months	School Teacher/10 th Std.
Tourism Studies (CTS)	6 months	12 yrs Sr Sec/BPP from IGNOU

Women Empowerment & Development (CWED)	6 months	10+2 or non 10+2 with 3 yrs experience as development activist
Primary Education (CPE)	6 months	Untrained or under-trained permanent teachers having passed matric/HSC/+2 standard in new pattern of education or above and teaching at the primary and elementary level (standard I to standard VIII) in the recognized schools. These teachers should have a minimum of two years teaching experience at the time of seeking admission. (This programme is offered only for the North Eastern States and Sikkim)
Certificate in HIV and Family Education (CHIV&FE))	6 months	10+2 or equivalent or BPP from IGNOU or Matriculation with higher qualification recognized by the state/central government
PG Certificate in Rural Surgery (PGCRS)	1 yr	PG Degree/Diploma or its equivalent in General Surgery of Orthopaedics or Obstetrics & Gynaecology
Computer Literacy Programme (CLP)	1 month	10+2 Pass or equivalent from recognized school (This programme is offered in the North Eastern States alone)
PG Certificate Programme in Participatory Management of Displacement, Resettlement and Rehabilitation (PGCMRR)	6 months	Graduate in any discipline
Commonwealth Executive Master of Business Administration (CEMBA)	2 yrs	A resident Indian who is a graduate from any recognized institution who has a minimum of two years of relevant post-qualification work experience can apply for this programme. Working knowledge of the English language and a satisfactory score in the CEMBA/CEMPA Admission Test (CEMAT) conducted by IGNOU are also essential eligibility requirements.
Commonwealth Executive Master of Public Administration (CEMPA)	2 yrs	A resident Indian who is a graduate from any recognized institution who has a minimum of two years of relevant post-qualification work experience can apply for this programme. Working knowledge of the English language and a satisfactory score in the CEMBA/CEMPA Admission Test (CEMAT) conducted by IGNOU are also essential eligibility requirements.
Doctor of Philosophy (PhD)	2 yrs	55% marks (50% for SC/ST candidates) in the Masters Degree

Examination and M Phil in relevant
subject or allied discipline

Notification May/June *Last Date* June/July

Admission is open to Indian citizens and Foreign nationals. Reservations available for SC/ST and physically handicapped candidates, sons/wards of Defence Personnel.

Foreign Students The courses of IGNOU are available to students anywhere in the world. There is a separate prospectus for foreign students which can be downloaded from IGNOU Web Site. The document has the caption "For International Students only". The fee structure is between US \$ 600-US \$ 750. Foreign students may contact for all queries to "Deputy Director, International Cell, Indira Gandhi National Open University, Maidan Garhi, New Delhi- 110 068, (India)".

Academic Programmes The university offers both short term and long term programmes leading to certificates, diplomas or degrees covering conventional as well as innovative and professional programmes. The programmes are launched for certification, improvement of skills, acquisition of professional qualification, self-enrichment, diversification of knowledge, etc.

Special Features Relaxed entry rules; study according to students own pace and convenience; flexibility in the combination of courses from a wide range of disciplines, study from the students own choice place and use of modern educational and communication technology.

Commencement of Programme - *November* for BA/BCom/BSc and *January* for other courses.

Regional Services/Study Centres - Student Support Services are provided through 532 Study Centres located all over the country; 30 Regional Centres, 5 IGNOU Army Recognised Regional Centres and 8 IGNOU IAF Regional Centres coordinate their functioning Regional Centres, 4 IGNOU Navy Regional Centres. 1 IGNOU Assam Rifles Regional Centre are located at New Delhi (i) 52, Tughlakabad Institutional Area, Near Batra Hospital, New Delhi 110 062 (Tel: 011-29956015, 29958078, 26056834, 26058354 FAX 011-29053172 (ii) Gandhi Smriti & Darshan Samiti, Rajghat, New Delhi (Tel: 011-23392374, 23392375, 23392376, 23392377 FAX 23392373) and at Hyderabad, Guwahati, Patna, Bangalore, Cochin, Bhopal, Pune, Shillong, Bhubaneswar, Ahmedabad, Karnal, Shimla, Jaipur, Chennai, Lucknow, Kolkatta, Jammu, Dehradun and Srinagar, Khanna, Raipur, Ranchi, Agartala, Aizwal, Gangtok, Imphal, Itanagar and Kohima.

Facilities in Study Centres include academic counselling, library, audio and video viewing facilities, library facilities, participation in Teleconferencing, personal contact programmes, submission of response sheets, term-end exams, etc. PCPs are arranged on Sundays and holidays.

Exam/Entrance Test Centres Bachelor's degree exams and entrance tests are conducted at almost all the Study Centres. Exams for management courses are conducted at selected Regional Centres.

Application Procedure Application form and prospectus can be obtained on cash payment of Rs. 500 for the programmes for which there is entrance exam and Rs. 30 for other programmes through IPO/bank draft drawn in favour of The Registrar, IGNOU from the Head Office or any Regional Centre located all over India. Application forms can also be obtained from the Study Centres located all over the country. Completed applications should reach the Regional Centre concerned by the notified date.

Academic Programmes - IGNOU offers 88 academic, professional/vocational and awareness-generating programmes, leading to certificates, diplomas and degrees.

Instructional System The university follows a multimedia approach for instruction. It comprises Self-instructional printed course material packages, assignments for assessment

and feedback, supporting audio-video programmes, face-to-face interaction with academic counsellors at study centres, practical at designated Study Centres, telecast of video programmes on National Network of Doordarshan, broadcast of audio programmes by AIR, Video Teleconferencing through satellite; Partner Institutions (PIs) and Multimedia Learning Centres (MMLCs)

Flexibility IGNOU provides considerable flexibility in entry qualification, place, pace and duration of study to students. Counsellors and Co-ordinators advise the students at the Study Centres on all matters related to their studies

Programme Delivery For delivery of programme with practical component, 78 work centers have been established. The open university system is more learner-oriented and the learner is an active participant in the teaching and learning process. Most of the instruction is imparted through distance mode rather than face-to-face communication.

Schools of Studies With a view to developing inter-disciplinary studies, the university operates through School of Studies. Each School is headed by a Director who arranges to plan, supervise, develop and organize its academic programmes and courses in co-ordination with the school staff and the different academic, administrative and service wings of the university. The Schools of Studies are Computer & Information Sciences, Continuing Education, Education, Engineering & Technology, Health Sciences, Humanities; Management Studies, Sciences, and Social Sciences.

Counselling System Academic-counselling is an important instructional component of distance teaching-learning at IGNOU. The university has a network of regional centres functioning in various States and a number of study centres operate under each regional centre.

Student Support Services IGNOU has a wide network of study, work and programme centers through which it reaches out to its students located in different parts of the country. Work centers have been established for programmes with practical components i.e. Laboratory classes.

Credit System The university follows the 'Credit System' for its undergraduate programmes. Each credit amounts to 30 hours of study comprising learning activities. Each course of study is generally of 4-8 credits. Students are required to earn 96 credits in order to qualify for award of Bachelor's degree. A student can take a maximum course load of 32 credits in one year.

The students are required to take 16 credits in foundation courses and 16 credits in elective courses in the first year. In the second year a student has to take 24 credits of elective courses and 8 credits of foundation courses. In the third year a student may take 24/16 credits from elective courses and 8/16 from application oriented courses. A student can pace the studies in such a way that he/she obtains 96 credits.

Credit Transfer and exemption (i) Credit Transfer means allowing a learner of another university to get admitted to IGNOU for completing any equivalent degree/diploma programme on the basis of credits obtained by him/her from that university, (ii) Exemption means 'Exemption from course work/studies only' i.e. if a learner is allowed exemption in a particular course or courses, he/she is not required to take the course as other learners do but he/she will have to appear in the exams for that course and clear it successfully. All the applications for this purpose should invariably be addressed to "Director, SR&E, Indira Gandhi National Open University, Maidan Garhi, New Delhi – 110 068".

Medium of Instruction English MLISc; MCA; MADE; MBA, MTM; MBF, BIT; BEd, BCA; BSc Nursing; BLISc; BTech Civil in Construction Management, Water Resources Engineering, Tourism Studies, PG Diplomas: Distance Education, Higher Education, Management, Financial Management, Human Resource Management, Marketing Management, Operations Management, Journalism & Mass Communication, Maternal and

16 I G N O U

Child Health, International Business Operations, Advanced Diploma in Information Technology Diplomas Creative writing in English/Hindi, Tourism Studies, DIM, Computers in Office Management, Tourism Studies, Certificate in Teaching of English, Certificate in Environmental Studies, Computing *Hindi/English* – BA, BCom, BSc, BTS, BPP, Diplomas Nutrition and Health Education, Early Child Care and Education, Rural Development, Advanced Diploma in Tourism Studies Certificates. Disaster Management, Rural Development, Labour Development, Tourism Studies, Guidance, Certificate in Nutrition and Child Care. *Hindi* PG Diploma in Translation, PG Diploma in Radio Prasaran, Participatory Project Planning, PhD

Certificate in Food & Nutrition (Hindi, English, Marathi, Assamese, Gujarati, Tamil, Malayalam, Kannada and Punjabi)

Fees (per annum) Ph D Rs 10000, CEMBA Rs 6000, CEMPA Rs 6000, BA/BCom Rs 1200, BSc Rs 1900, BCA Rs 3100 (per semester), BEd Rs 12000, BLISc Rs 3100, MA (DE) Rs 1400, MTM Rs 2500-3600, MA (English) Rs 2100, BIT Rs 7500 (per trimester), BTS Rs 4700 (for 3 yrs), MLISc Rs 5500, BSc (Nursing) Rs 6100, MCA Rs 5500 (per semester), BPP Rs 500, MBA Rs 600 (per course) PGDHRM, PGDFM, PGDOM, PGDIM, DIM Rs 3000, PGJMC Rs 2100, PGDDE Rs 1100, PGDHE Rs 1400, PGDMCH Rs 14100, CIC Rs 2700, CES Rs 1200, CTE Rs 1200, CIG Rs 600, CNCC Rs 700, CTS Rs 900, DTS Rs 2000, DECE Rs 1300, DCE/H Rs 1700, DNHE Rs 1300, PGDIBO Rs 3700, DRD Rs 1300, PPC Rs 600, MBF Rs 600 (per course), BTech in Civil Rs 30700 for 4 yrs, Advanced Diploma in Tourism Studies Rs 1700, PG Diploma in Radio Prasaran Rs 6100, Advanced Diploma in Information Tech Rs 10000 per trimester, ADCM Rs 8580 (per yr), ADWRE Rs 8580 (per yr), PGDAPP Rs 6100, DAFE Rs 1600, DCYP Rs 1800, DPE Rs 4500, PGCRS Rs 12100, CAFÉ Rs 800, PGCMRR Rs 1600, SAVINI Rs 1500, CLP Rs 150, CPE Rs 1100

Open University (Non Formal) Programmes BA/BCom Candidates with 18 yrs of age (Without formal qualification) after passing the entrance test are admitted to the course. The test of 1½ hours duration consists of 100 objective type questions on subjects of general interest and use of English/Hindi language. Candidates who qualify entrance test are admitted to Preparatory programme in Mathematics and Social Sciences/Commerce. Such students are provided 5 counselling sessions for each course in addition to video and audio programmes. Performance of the students is assessed through evaluation by tutor marked assignments. Those who successfully complete 6 months preparatory programme are admitted to BA/BCom.

Courses/Subjects of Study BA/BCom/BSc The course is divided in three categories – Foundation English, MIL, (Hindi, Assamese, Bengali, Gujarati, Kannada, Malayalam, Marathi, Oriya, Punjabi, Tamil, Telugu, Urdu) *Electives* Commerce, Economics, English, Hindi, History, Political Sc, Public Adm, Sociology Application Oriented Feature Writing, Writing for Radio (English/Hindi) Translation (English/Hindi) Organising Child Care Services, Nutrition for the Community, Human Environment, Marketing, Export Procedures and Documentation, Office Organisation and Management, Secretarial Practice, Teaching of Primary School, Consumer Studies, BSc Chemistry, Life Sciences, Mathematics and Physics.

Practical/Project Work Practicals are held at designated institutions for which schedule is provided by the Study Centres. Attendance at practicals is compulsory.

Doctoral Programmes Application forms submitted between 01 April and 30 September are considered for January session while applications received between 01 October and 31 March are considered for July session.

CEMBA/CEMPA For CEMBA/CEMPA, the advertisements are issued in April and October every year for the entrance tests to be held in May and November for July and January Sessions respectively.

Management Programmes The School of Management Studies offers a wide range of courses. Each academic year is divided into two semesters: January to June and July to December.

MBA A student would qualify for an MBA degree after successfully completing 21 courses. If a student does not want to or cannot complete all the 21 courses to earn MBA, he/she can do Diplomas: Diploma in Management (DIM), PG Diploma in Management (PGDIM), Specialisation Diplomas in Human Resource Management (PGDHRM), Financial Management (PGDFM), Operations Management (PGDOM) and Marketing Management (PGDMM).

MBA Banking and Financial Services The programme is being offered in collaboration with the Indian Institute of Bankers. The programme consists of 21 courses in all.

MCA Admission is not granted directly. Only those who are pursuing either of the CIC, BCA or DCO programmes of the university (which are routes to MCA) are eligible and receive a suitable communication from the university. Those who have not studied Maths at the 10+2 level are required to complete the Preparatory Programme in Computing (PPC) during 1st/2nd semester. **BCA** Candidates have to earn 96 credits over a period of 3-6 years. **CIC** The programme consists of 4/5 courses and can be completed in 6 months duration.

MA (Distance Education) The Programme comprises of 6 courses (including Project Work) and can be completed in 1-4 years.

MLISc The programme comprises of 6 core courses and 2 elective courses and programme can be completed in 1-4 years.

BLISc – consists of 9 courses - 7 courses deal with theoretical aspects and 2 courses provide practical exercises.

BSc (Nursing) is a 3 yr degree programme consisting of 80 credits and comprising of 10 courses in theory and 8 courses in practicals. The course can be completed in 3-5 yrs duration.

B.Ed. The programme aims at enabling practicing teachers systematize their experiences and strengthen their professional competencies for effective teaching – learning process. The programme comprises 48 credits consisting of 17 courses.

BTS – Candidates are required to earn 96 credits to successfully complete it.

PG Diploma in Journalism and Mass Communication The programme consists of 4 courses and can be completed in 1-4 yrs.

PG Diploma in Maternal & Child Health The programme is intended to provide an opportunity to inservice on the job medical personnel for upgrading their knowledge and skills.

B.Tech. Civil Construction Management (BTCM) is a 4-yrs programme consisting of four modules of studies. The design of the programme structure is such that it provides in-built modularity and flexibility. After successful completion of the first two modules, i.e. Module I and Module II, a learner is eligible for the award of an Advanced Diploma in Construction Management (ADCM). This enables the learner to opt only for ADCM or to move on to completing the B.Tech degree.

B.Tech Civil Water Resources Engineering (BTWRE) is a continuing education programme for working polytechnic diploma holders engaged in water resources sector. The programme offers the same flexibility as does the B Tech. Civil (Construction Management) programme.

Diploma in Creative Writing in English/Hindi (DCE/H) (5 courses) provides understanding, skill and professional knowledge about the art of writing and develops the creative ability for professionals or freelance writers. The programme includes training in

imaginative writing skills in relation to feature articles, writing short stories, scripts for TV/Radio and writing poetry. A student is required to undertake a project in an area of creative writing/special interest.

PG Diploma in Distance Education (5 courses) - has been designed to provide understanding skills and professional knowledge. Candidate may write exam in Eng/Hindi.

PG Diploma in Higher Education (PGDHE) – consists of 4 courses and a project report each carrying 6 credits. The programme includes a compulsory component of 2 weeks extended contact programme.

Diploma in Rural Development (DRD) (5 courses) – has been designed to give an integrated view on rural development.

Certificate in Food & Nutrition (5 courses) – includes features on kitchen, gardening, food preservation, consumer rights and safety.

Certificate in Tourism Studies – consists of 2 courses of 8 credits each.

Diploma in Nutrition & Health Education (DNHE) is a 32 credits programme consisting of 4 courses. Project work is a vital component of the DNHE programme.

Diploma in Early Childhood Care and Education (DECE) The programme provides in-depth theoretical and practical knowledge related to Early Childhood Care and Education. The programme is worth 32 credits and comprises 4 courses, including project work and practicals.

Certificate in Guidance (CIG) (4 courses) The programme enables the participant to (a) develop understanding of child development and individual differences in the context of educational process, (b) concepts and processes involved in guiding elementary school children for learning & socio-emotional development, (c) identify children with special needs and problems, and (d) suggest intervention strategies for parents, teachers and other adults to facilitate all-round development of children.

Evaluation System Self-assessment exercises within each unit of study; continuous evaluation mainly through assignments which are either tutor-marked or computer-marked, practical assignments and seminars/workshops, the term-end examination/project work.

Term-End Examination carry a weightage of 70%. Exams are held in June and December. Students are at liberty to appear at any of the exams conducted by the university. The term-end exam for each course consists of: Analytical and conceptual comprehension through essay type questions; Cases or problem-solving exercises.

Grading IGNOU uses the system of 'Grading' for evaluation of students' achievement (assignment-responses, project work etc.) on a 5 point scale using letter grade A, B, C, D, E. Candidates should obtain minimum 'C' grade for successful completion of a course. For BA/B.Com./B.Sc./B.Lib.Sc. courses etc. students are awarded Division on the following criteria; I Div. 60%, II Div. 50%, Pass marks B.Lib.Sc. 40%, BA/B.Com./B.Sc. 35%, BCA 50%.

General A student is permitted to register for only one programme in an academic session. A certificate of completion is awarded to a student who is not able to complete the required courses for the award of Diploma/Degree.

Students Enrolment – (2003-2004) 2,61,034 (Men- 1,75,648, Women-85,386).

Faculty Strength – Professors or equivalent 31, Readers or equivalent 86, Lecturers or equivalent 159.

KARNATAKA STATE OPEN UNIVERSITY*

Manasagangotri

Mysore 570 006

ESTABLISHED 1996

PHONES 500846 512471

VICE-CHANCELLOR Dr N S Rame Gowda

FAX 0821-500847

REGISTRAR Shri H S Ashokanand

E-MAIL vcksou@b1r vsnl net in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA	3 yrs	10+2 <i>or</i> its equivalent
BCom	3 yrs	10+2 <i>or</i> its equivalent
BLISc	1 yr	Bachelor's Degree with 2 yrs experience
MA (Economics, English, Hindi, History, Kannada, Political Science, Sanskrit, Sociology, Urdu)	2 yrs	Bachelor's degree in relevant subject Selection on merit.
MCom	2 yrs	BCom/BBM
BEd	24 months	Inservice graduate Teachers in the State with 2 yrs experience Selection through entrance test
MEd	2 yrs	BEd with 50% marks
MBA	3 yrs	Bachelor's degree with 50% marks (45% for SC/ST) <i>or</i> Bachelor's degree with 3 yrs work experience Admission through entrance test.
MPhil (Commerce, Economics, Education, English, Hindi, History, Kannada, Political Science, Sanskrit, Sociology)	2 yrs	Master's degree with 55% marks and teaching experience in relevant subject
PhD	2 yrs	Master's degree with 55% marks.
PG Diplomas		
• Distance Education (PGDDE)	1 yr	Teachers in an institution of Higher Learning <i>or</i> Post Graduate degree holders in any subject with 50% marks
• Higher Education (PGDHE)	1 yr	Teachers in Institutions of Higher Learning/Postgraduates
• English	1 yr	Bachelor's degree
• Human Resource Management	1 yr	Bachelor's degree
• Marketing Management	1 yr	Bachelor's degree
Diplomas		
• Kannada	1 yr	PUC/10+2 <i>or</i> its equivalent
• Journalism	1 yr	PUC/10+2 <i>or</i> its equivalent

20 K S O U

• Management	1 yr	Non-graduates with 6 yrs supervisory/ Managerial/professional experience
• Creative Writing in English	1 yr	10+2 <i>or</i> its equivalent or non 10+2 but above 20 yrs
• Nutrition and Health Education (DNHE)	1 yr	10+2 <i>or</i> equivalent
• Rural Development (DRD)	1 yr	Bachelor's degree
• Tourism Studies (DTS)	1 yr	BPP from IGNOU <i>or</i> 10+2 <i>or</i> its equivalent

Certificates

• Kannada (For non- Kannada speakers) (through English/Hindi Medium)	1 yr	SSLC <i>or</i> equivalent
• Environmental Studies (CES)	6 months	BPP from IGNOU <i>or</i> 10+2 <i>or</i> its equivalent
• Food & Nutrition (CFN)	6 months	No formal qualification
• Guidance (CIG)	6 months	Teachers of recognised institutions <i>or</i> pass in Matriculation/SSLC
• Nutrition and Child Care (CNCC)	6 months	10+2 <i>or</i> equivalent
• Rural Development (CRD)	6 months	10+2 <i>or</i> equivalent
• Teaching of English (CTE)	6 months	Graduation <i>or</i> 10+2 with 2 yrs teaching experience
• Tourism Studies (CTS)	6 months	BPP from IGNOU <i>or</i> 10+2 <i>or</i> its equivalent

Programmes on Information Sciences Through Online and Distance Education

Bachelor of Sciences (IT)	3 yrs	10+2 <i>or</i> equivalent
Master of Sciences (IT)	3 yrs	Any degree

Proposed Programmes Through Internet

Diploma in Information Technology

Post Graduate Diploma in Information Technology

P G Diploma in Telecom Technology

Proposed Courses

P G Diploma in Communication and Journalism

P G Diploma in Women's Studies

Diploma in Functional English

Diploma in Functional Kannada

Religious Studies - Hinduism/Buddhism/Jainology/Christianity

Open University Scheme

BA/BCom	3 yrs	18 yrs of age as on 1 July No formal qualification
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21 yrs of age as on 1 July No
formal qualification

Notification May/June

Last Date August/September

All regulations governing the courses such as duration, syllabi, text books, scheme of exam, award of degree are the same as applicable to regular students

Admission is open to Indian students Foreign students with Indian mailing address can pursue their studies through Karnataka State Open University, contact programme/exam is however conducted in 14 centres for undergraduate courses and 6 centres for postgraduate courses in the State

Prospectus with application form can be obtained from the University or from the study centres of Karnataka State Open University on cash payment of Rs 150 (Rs 250 for MA and MCom courses, Rs 400 for MBA course, Rs 200 for MPhil course) or through bank draft in favour of Registrar, Karnataka State Open University, if required by post. Completed applications should reach the University or the nearest Study Centre of your choice by registered post by the prescribed date. Cheques/MOs/IPOs are not accepted

Application forms issued in previous years and applications sent through private agencies are not entertained

Study Centres (21) are located at Bangalore, Bagalkot, Belgaum, Bellary, Bidar, Chamarajanagar, Chitradurga, Davangere, Dharwar, Gulbarga, H D Kote, Harihara, Hassan, Karwar, Kolar Gold Fields, Mandya, Maddur, Mysore, Kollegal, Shimoga, Tumkur and Udupi.

Open University Scheme Candidates with 18/21 yrs of age (on July 1) are eligible to seek admission in BA/BCom and MA/MCom respectively without any formal educational qualification SSLC Certificate/Municipal Certificate is accepted as proof of age

Instruction Material Each paper in a subject is divided into 30 units of master lessons/guidelines containing exposition to subject Questions for self evaluation, relevant extracts from standard work/journals, titles of books recommended etc are mailed to students periodically

Personal Contact Programme is arranged once a year for all courses (5/6 days for BA/BCom/Dip/Cert, 12/15 days for MA/MCom/MEd, 30 days for BED). Attendance at the contact programme is mandatory for students of BED/MEd courses. The students are required to attend the contact-cum-counselling programme in the year of enrolment only.

Centres BA/BCom Bangalore, Shimoga, Mangalore, Mysore, Kolar Gold Fields, Dharwar.
MA/MCom Mysore **BED/MEd/Diploma/Certificate** Mysore.

Students Support Services Library facilities are available at the Karnataka State Open University, Mysore. Tutorials, guidance and counselling facilities are also available at the University.

BEd degree course is designated and described as 'Campus School-cum-Field Work Pattern' and consists of two intensive school programmes of 10 weeks duration and comprehensive field work programme covering all kinds of practical assignments. The campus school programme is compulsory. A student is required to put in an attendance of 80% of the total campus school working days. Field work is required to be done in selected secondary schools. There are 500 seats for BEd course which are reserved for teachers serving within the jurisdiction of Karnataka State. The course commences in October/November and exams are held in October/November of the succeeding year in Mysore. Pass marks 40%.

22 K S O U

Subjects of Study BA *Any two* English/Hindi/Kannada/Malayalam/Tamil/Telugu /Sanskrit/Urdu, *any three* Economics, Education, English, Hindi, History, Kannada, Philosophy, Political Science, Public Administration, Sociology, Urdu

Fees (per annum) Tuition fee BA/BCom Rs 1,300 pa, MA/MCom Rs 1,800 pa, BEd Rs 4,100, MEd Rs 2,600 Dip Courses Rs 1,300 Certificates Rs 700, MBA Rs 4,600 per annum, MPhil Rs 5,000, CTE/CRD/CTS/DRD Rs 1,000; CFN/CIG/CNCC Rs 700; DTS Rs 1,700, DNHE Rs 1,200; BLISc Rs 2,500; PGDDE Rs 1,100.

Medium of Instruction/Exam English Students are allowed to write in Kannada also

Examinations are held in the second week of April for undergraduate courses, second week of May for postgraduate courses; first week of June for Diploma and Cert Courses. Supplementary exam for BA/BCom is held in October/November **Exam Centres** *BA/BCom* Mysore, Bangalore, Kolar Gold Fields, Tumkur, Davangere, Dharwad, Hassan, Shimoga, Mangalore, Chikmagalur, Mandya. *MA/MCom* Mysore, Bangalore, Davangere, Mangalore, Chennai, Thiruvananthapuram, *BEd/MEd/Diploma/Certificate* Mysore

General Candidates may not be enrolled for two degree courses simultaneously; neither they are permitted to transfer to regular college/department. Transfer from regular college to the KSOU is permitted in the second year Candidates who have discontinued their studies for more than 4 academic years may seek fresh admission.

Budget Estimates (1999-2000) Rs 531 lakhs

Students Enrolment (1997-98) 29,277 (Men 21,714 Women 7,563).

Faculty Strength Professors 10 Readers 12 Lecturers 28.

MADHYA PRADESH BHOJ (OPEN) UNIVERSITY

Campus I - Red Cross Bhawan, Shivaji Nagar

Bhopal - 462 016

Campus II - ITI (Gas Rahat) Building

Govindpura, Bhopal - 462 023

Campus III - Hindi Grandh Academy

Banganga Road, Bhopal

ESTABLISHED 1992

PHONES Campus I 2576555, 5272018

FAX 0755-2550606

Campus II 2784102, 5272017

FAX 0755-2600704

Campus III 2762123, 2553084

FAX 0755-2762123

REGISTRAR Prof C K Jain

DIRECTORS Dr R P Mishra

Dr Praveen Jain

Dr J S Grewal

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3-4 yrs	10+2
BSc	3-4 yrs	10+2 Science
BSc (Hons) Mathematics	3-4 yrs	10+2 Maths+National level test
BSc (Hons) Phy/Comp Science	3-4 yrs	10+2 Sc+National level test
BSc (Nursing)	3-5 yrs	(10+2)+3 yrs Diploma in Nursing/Midwifery
BSc in Design (Fashion/Interior/Technology)	3-5 yrs	10+2
BSc (IT Enabled Services)	3-5 yrs	10+2
BCA	3-5 yrs	10+2 with Maths or additional test conducted by MPBOU
BBA	3-5 yrs	10+2
Bachelor of Special Education BEd (SE-DE)	14 months- 33 months	Bachelor Degree+ RCI Dip
Bachelor of Education B Ed (GE-DE)	2-4 yrs	Bachelor Degree + 2 yrs teaching experience
BSc (IT)	3-5 yrs	10+2 with Maths or Test conducted by Univ
BLIS	1-2 yrs	10+2
MCA	3-6 yrs	Bachelor Degree with 10+2 Maths or Additional Test conducted by MPBOU.

24 M P Bhoj

MCA (Lateral Entry)	2-4 yrs	BCA
MBA	3-6 yrs	Bachelor Degree
MBA (Material Mgt/Quality Mgt/ Export Mgt/Insurance Mgt/ International Bus)	3-6 yrs	Bachelor Degree
MSc (IT)	2-4 yrs	10+2+3 with Maths or Additional Test conducted by univ
MSc (Maths)	2-3 yrs	10+2+3 (Maths)
MSc (Hons) Mathematics	2-4 yrs	BSc (Hons) Mathematics
M Sc (Hons) Comp Sc	2-4 yrs	BSc (Hons.) Comp. Science
MSc (Comp Sc)	2-4 yrs	10+2+3 with Maths or additional test conducted by univ
MLIS	1-2 yrs	BLIS or equivalent
MA (Pub Admn)	2-4 yrs	10+2+3
MA in Ancient Indian History, Culture & Archaeology (AIHC&A)	2-4 yrs	Graduate
MA (Eco, Hist, Pol Sc, Socio, Eng)	2-3 yrs	10+2+3
MSc (Phy, Chem, Bot, Zool)	2-3 yrs	10+2+3 (Science)
MCom (Accounts Mgt)	2-3 yrs	10+2+3 (Commerce)
MSW	2-3 yrs	10+2+3

PG Diploma

Bioinformatics (PGDBI)	1-2 yrs	10+2+3 (Bio or Maths)
Chemo-informatics (PGDCI)	1-2 yrs	10+2+3 (Bio or Maths)
Computer Applications (PGDCA)	1-2 yrs	Graduation + Maths or test conducted by University
Human Resource Management (PGDHRM)	1-2 yrs	DIM/Graduation
Financial Management (PGDFM)	1-2 yrs	DIM/Graduation
Operations Management (PGDOM)	1-2 yrs	DIM/Graduation
Marketing Mgt (PGDMM)	1-2 yrs	DIM/Graduation
Information Technology (PGDIT)	1-2 yrs	DIM/Graduation
International Business (PGDIB)	1-2 yrs	DIM/Graduation
IT Enabled Services (PGDITES)	1-2 yrs	DIM/Graduation
Tourism Management (PGDTM)	1-2 yrs	DIM/Graduation
E-Business (PGD E-Business)	1-2 yrs	DIM/Graduation
Export Management (PGDEM)	1-2 yrs	DIM/Graduation
Insurance Management (PGDIM)	1-2 yrs	DIM/Graduation
Management (PGDIM)	1-2 yrs	DIM/Graduation
Tourism and Hotel Mgt (PGDTHM)	1-2 yrs	Graduation

Maternal and Child Health (PGDMCH)	1-2 yrs	MBBS
Hospital and Health Mgt (PGDHHM)	1-2 yrs	MBBS/BSc (Nursing)
Dietetics and Therapeutic Nutrition (PGDDTN)	1-2 yrs	10+2+3
Rural Development (PGDRD)	1-2 yrs	10+2+3
APG Diploma		
Computer Application (APGDCA)	2-3 yrs	PGDCA/BSc Maths or test conducted by MPBOU
Advance Diploma		
Business Administration (ADBA)	(2 Module DBA/10+2 of BBA)	
Computer Applications (ADCA)	(2 Module 10+2 Maths or test conducted of BCA) by MPBOU or 1 Year of BCA	
Diploma		
Business Administration (DBA)	(1 Module Graduation of BBA)	
Management (DIM)	(1 Module Graduation of MBA)	
Computer Applications (DCA)	1-2 yrs	10+2
Communicative English (DCE)	1-2 yrs	10+2
Nutrition and Health Edu. (DNHE)	1-2 yrs	10+2
Certificate		
Computer Operations (CCO)	3-6 months	10+2
Computer Applications (CCA)	6 months -1 Year	10+2
Communicative English (CCE)	6 months -1 Year	10+2
First Certificate in Communicative English (FCCE)	3-6 months	10+2
PhD	2-5 yrs	55% marks in the Master Degree Examination. 1 yr RCH Training programme-knowledge and Skill Upgradation of Rural Doctors and Para Medicals (funded by Ministry of Health and Family Welfare, Govt. of India).

Month of Notification/Last date Varies from programme to programme, mainly July to September every year

Regional/Study Centres The University operates through a three level system of functioning. The Head Office of the University is situated at Bhopal. Multimedia Regional Centres/Sub Centres of the University which have been set-up at Bilaspur, Bhopal, Durg, Gwalior, Indore, Jabalpur, Jagdalpur, Raipur and Rewa work under the head office as the

Regional Link centres for the delivery of the University's programmes through Study Centres of the University. Each of the Multimedia Regional Centres/Sub Centres has been assigned a Regional Director/Deputy Director to supervise the work of several Study Centres in the respective regions. As of today, the University has already set up 195 Rajiv Gandhi Multimedia Study Centres in rural and tribal areas, 113 Science Non-Collegiate Undergraduate Centres, 10 RCH Medical Based Study Centres, 394 Computer Based Study Centres, 5 P G Diploma in Maternal and Child Health Centres, 1 Study Centre for Rehabilitation of Gas Victims, 1 National Level graduate Programme Centre, 67 Study Centres in operation in 15 major states for B Ed (SE-DE) Programme, 10 Study Centres for the B Ed (GE-DE) Programme in the Govt. Colleges of Education of Madhya Pradesh and Chhattisgarh, 7 Pre-Examination Training Centres for the SC/ST candidates, 210 Study Centres in 35 States/Union Territories in the Foundation Course in Special Education, 2 Diploma in Dietetics & Nutrition and Health Education Centres, 4 PG Diploma in Dietetics and Therapeutic Nutrition Centres, 3 PG Diploma in Hospital and Health Management, 5 BSc Nursing Centres.

The computer based programmes are mainly conducted through the Regional Centres and some identified Study Centres. The objective of the computer based programmes is to provide job oriented quality higher education to any student irrespective of his location, professional status and age, and who is keen to study advanced technical programmes for upgradation of knowledge or enhancement of technical skills in the area of Computer Applications.

Application Procedure Through National level advertisement.

Selection Procedure Open selection through a committee constituted by the HE Governor and Chancellor of the University.

Commencement of Academic Session July 1, every year.

Details on Personal Contact Programmes/Study Centres Face to face contact programmes and counselling is organized for about 15 months each year per course at concerned study centres.

Academic Activities (methods of instruction, etc.) Contact Programmes, interaction with the academic counsellors at the study centres, printed study materials, audio/video/teleconferencing and Radio-counselling through Gyanwani FM Channel.

System of Examination: Continuous internal assessment and term-end exam. The term-end exam is usually held during April - July every year.

Medium of Instruction/Examination English/Hindi

Fees (per annum) PhD, BSc (Nursing), MLIS, MA (Pub Admn), BCA, BBA, BSc (IT), PGDCA, PGDHRM, PGDFM, PGDOM, PGDMM, PGDIT, PGDIB, PGDIT Enabled Services, PGDTM, PGD E-Business, PGDEM), PGDIM, ADCA Rs 8,000, MCA, MCA (Lateral Entry) Rs 14000, MBA, PGDHHM, MBA (QM), MBA (EM), MBA (IM), MBA (IB) Rs 12000; MBA MM, MSc (IT), MSc (Comp Sc), BEd (GE-DE), APGDCA, PGDBI, PGDCI Rs 10000; MA (AIHC&A), BSc (Design), BSc (IT Enabled Services), BLIS, PGDTHM Rs 6000; MA (Eco, Hist, Pol Sc, Socio, Eng), MCom Accounts/Mgt Rs 2500; MSc (Phy, Chem, Maths, Bot, Zoo) Rs 3,500; MSW, PGDDTN, PGDRD Rs 6500; BA, BCom CCE Rs 1000; BSc Rs 1150; BEd (SE-DE) Rs 10500; PGDMCH Rs 13000; ADDBA, DBA, DIM, DCA Rs 5000, DCE Rs 2000, DNHE, CCA Rs 3000; CCO Rs 1500; FCCE Rs 500.

Students Enrolment (2003-04) 1,83,000 (Men -1,13,964, Women - 69,036)

Student Support Services The university has set up 10 study centres to provide counselling facilities for management/computer courses. These centres have library facilities for reference, exam centres, tutorial/group discussions, audio video tapes etc.

Evaluation Self evaluation exercises within each unit of study Continuous evaluation in the form of assignments carrying 30% weightage and term end exam with 70% weightage.

Simultaneous Registration A student cannot register for more than one programme simultaneously

Faculty Strength Professors 2, Readers 3, Lecturers 11, Programmers 15, Consultants 13, Visiting Faculty 3

NALANDA OPEN UNIVERSITY*

Camp Office 9, Adarsh Colony, Kidwai Puri

Patna 800 001

ESTABLISHED 1987

PHONE 234330

REGISTRAR Dr S N Prasad

FAX 0612-228513

E-MAIL nalopuni@bih.nic.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BCom	3 yrs	10+2
BCA	3 yrs	10+2
BA (Education)		
BLIS	1 yr	Bachelor's degree
MEd	18 months	BEd
MA (Political Sc, Psychology, History, Economics)	2 yrs	Graduate in Arts/Science/Commerce
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Financial Management (PGDFM) • Food Processing (PGDFP) • Human Resource Mgt (PGDHRM) • Journalism & Mass Communication (PGDJMC) • Marketing Management (PGDMM) • Rural Management (PGDRM) • Yogic Studies (PGDYS) 		
Certificates		
• Computing (CIC)	6 months	10+2 or equivalent
• Food & Nutrition (CFN)	6 months	Secondary exam (X Standard)
Proposed courses		
AI, ICom, ISc, BSc, BEd		
MLIS	1 yr	BLISc
MA (Sociology, Pub Adm, Geog)	2 yrs	Bachelor's degree
Certificate & Diplomas		
<ul style="list-style-type: none"> • Child Rights & Woman Rights • Abolition of Child Labour • Legal Awareness among Women • Dairy Tech 		

<i>Notification</i>	June	<i>Last Date</i>	July/August
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Objects The Nalanda Open University has been set up to cater to the needs of the students community of the country in general and the State of Bihar in particular who have been denied opportunity to continue their studies for furthering their knowledge. The courses offered by distance education are innovative and job-oriented

Prospectus Application form and Programme Guide can be obtained from the university on cash payment of Rs 150 or Rs 175 through bank draft drawn in favour of Nalanda Open University, if required by post. Completed application should reach the University by the notified date

Foreign Students There is no restriction for admission to foreign students

Methods of Instruction Mailing of printed materials, audio-visual aid, personal contact programme and radio counselling at various study centres on Sundays and holidays.

Study Centres have been established at Patna, Dhanbad, Nalanda and Gaya. Their main functions are to arrange contact classes, maintain grades of studies, counselling, holding of exams, etc.

Fees (amount payable at the time of admission): CFN Rs 850, CIC Rs 2,700, BLIS Rs 3,100
PG Diploma courses Rs 3,300 MA Rs 3,800

Medium of Instruction English and Hindi.

Practical classes facilities are arranged at the study centres. There are thousands of select books in the library. Steps are being taken for the purchase of audio-visual aids and multi-media facilities.

Examination is conducted at the end of the session at study centres. Each theory paper shall consist of two parts - (i) written examination carrying 70 marks, and (ii) evaluation of assignments carrying 30 marks

Budget Estimates (1999-2000) Rs 35 lakhs, Assistance from DEC Rs 25 lakhs.

Students Enrolment (1999-2000) - 1019 (Men - 723, Women - 296).

NETAJI SUBHAS OPEN UNIVERSITY*

1, Woodburn Park

Calcutta 700 020

ESTABLISHED 1997 FAX 033-2871082 PHONES 2870157 2870159

REGISTRAR Dr Kanak Kanti Das E-MAIL nsou@cal2.vsnl.net in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	Hr Secondary/10+2
BA/BCom (Hons)	3 yrs	Hr Secondary/10+2
BSc (Hons)	3 yrs	Hr Sec (Science)/10+2

Certificates

- WEB Application Development 2 yrs 10+2 or equivalent
- Computer Application 3-6 months 10+2 or equivalent

Notification March/April

Objectives The Netaji Subhas Open University has been set up to provide educational opportunities to all persons belonging to the backward and weaker sections of society as well as intending students who cannot be accommodated in institutions of higher learning owing to socio-economic conditions and other limitations. The University proposes to organise various courses leading to certificate/diploma/degree etc. Consistent with these programmes, research would also be encouraged. The programmes will be so designed as to be relevant to the specific needs of people of the State and would also meet the demands for technical and vocational man-power for the economic development of the State.

Methods of Instruction To start with self learning material packages, contact programmes, face-to-face interaction with academic counsellors, project work (where necessary) etc will be available. Eventually audio-video programmes, teleconference and occasional discussion sessions through TV and Radio network may be introduced.

Course Structure The University at present offers courses in BA and BCom. The courses include two papers in Foundation in Humanities and Social Science (FHS) and Foundation in Science and Technology (FST) apart from Bengali and English. Besides this, seven elective subjects at Honours level, viz Bengali, English, History, Economics, Political Science, Public Administration and Sociology have been offered. Students are to choose any one of the subjects mentioned above. BCom has been offered as a separate course. Total credit point in each course is 96 which is to be taught in 3 academic sessions or 6 semesters.

Study Centres and Student-Support Services The university proposes to provide various student-support services through a net work of study centres. There are 36 study centres at present which may go upto 50 by the end of the financial year. A list of study centres is given below:

Dum Dum Motijheel College, 1 Motijheel Avenue, Calcutta 700074; Basanti Devi College, 147/B, Rashbehari Avenue, Calcutta 700029, Gurudas College, Narkeldanga, Calcutta 700054; MMC College, 20 R K Bose Street, Calcutta 700003; Goenka College of Commerce, 210, BB Ganguli Street, Calcutta 700012; Surendranath Evening College, 24/2, M G Road, Calcutta 700009; Victoria Institution, 78 A P C Road, Calcutta 700009; Shibpur Dinabandhu College, 412/1, G T Road, Dt Howrah, Pin 711102, Bankura Christian College, S/C PO 7 Dt Bankura 722101, Pravat Kumar College, PO Contai, Dist Midnapore; Raja N L Khan Womens' College, P O Midnapore 721101; Tamralipta Mahavidyalay, PO Tamluk, Dist Midnapore; Fakirchand College, Diamond Harbour, South 24 Parganas; Haldia Govt

College, P O Debhog, Haldia, Dist Midnapore, Nistarini College, PO Dist Purulia; Behala College, Parnasree, Calcutta 700060, Sonarpur College, PO Rajpur, Dist 24 Parganas (S) Pin 743358, Burdwan Raj College, PO Burdwan 713104, Asansol BB College, PO Burdwan 713104, Vidyasagar College, PO Suri, Dt Birbhum 731307, Nabagram Hiralal College, Nabagaram, Konnagor, Dt Hooghly, Chandernagar Govt College, Strand Rd, Borrobazar, Dist Hooghly 712316, Netaji Mahavidyalaya, Arambag, Hooghly, Krishnagar Govt College, Krishnagar, Nadia 741101, Barasat Govt College, Barasad, North 24 Parganas 743201; Sri Chaitanya College, PO Prafullanagar, Habra, North 24 Parganas, Mahadevananda Mahavidyalaya, PO Manirampur, Barrackpore, Karimpur Pannadevi College, PO Karimpur, Dist Nadia, Chakda College, PO Chakda, Nadia, Balurghat College, PO South Dinajpur 733101, Raigunj University College, Raigunj 733134, Maldah College, PO Maldah 732101; Krishnath College, PO Berhampore, Dt Murshidabad, Siliguri College, Siliguri, Dt Darjeeling 734401, Ananda Chandra College, Jalpaiguri 735101, Coochbehar College, PO Coochbehar 733101

The Study centres would keep all records about students, counsellors, expenses, evaluation etc and forward reports on the same regularly to the university office. They will also arrange holding examinations in accordance with the schedule fixed by the University from time to time. In short, each study centre acts as the day-to-day link between the students and the University.

Academic Session The academic session of the University is from January to December every year. Courses are offered semester wise. Hence each academic year is divided into 2 semesters viz January to June and July to December.

Medium of Instruction Bengali, in general and instructions are also communicated in English.

Fees (per annum) BA/BCom(Hons) Rs 1,000, BSc(Hons) Rs 1,500

Subjects of Study BA Bengali, English, Economics, History, Political Science, Public Administration, Sociology. BCom Commerce BSc Physics, Chemistry, Mathematics, Zoology, Geography, Botany.

Student Evaluation : the 'credit system' The method of evaluation of students is different from the one followed in conventional system. Students would be subject to continuous evaluation up to 25 per cent to 30 per cent of the total credit. (One) 1 credit is equivalent to 30 hours of study time (which includes all the learning activities) from the point of view of an average learner. The rest of the credit would be reserved for terminal examination. Continuous evaluation is made on the basis of assignments which every student is required to submit before each terminal examination. The number of such assignments is normally three assignments for each course taken, though it may be varied and staggered with express permission of the centre Co-ordinator.

Evaluation is to be based on credit system and the credit earned by a student accumulates till he reaches the maximum prescribed credit for completion of a course (e.g. 48 credit in a subject would qualify one having passed with a major in that subject).

Examination End-of-the-term examinations are held every semester, though in the first academic year of the University i.e. January to December 1998, there was only one terminal examination.

Students Enrolment (1999-2000) 2020 (Men 1562 Women 458).

U P RAJARSHI TANDON OPEN UNIVERSITY

17, Maharshi Dayanand Marg

(Thornhill Road)

Allahabad 211001

ESTABLISHED 1998

FAX 0532-2624368

PHONE 2621840

REGISTRAR Dr R K Baslas

E-MAIL uprtou_alld@hclinfinet.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3-6 yrs	10+2 or equivalent
BTS	3-6 yrs	10+2 or equivalent
BSc (Physics, Chemistry, Mathematics, Zoology, Botany, Computer Sc/Computer Application)	3-6 yrs	10+2 or equivalent
Bachelor of Education (BEd)	2-4 yrs	Graduate + working teacher with minimum 2 yrs teaching experience. Admission on the basis of test.
MA (Hindi, Political Science, Sociology, Ancient-Indian History, Medieval & Modern History, Economics, English)	2-4 yrs	Bachelor's degree in relevant/allied subject
Bachelor of Library and Information Science (BLIS)	1-3 yrs	Bachelor's degree
Master of Library and Information Science (MLIS)	1-3 yrs	BLIS degree
Proficiency in Single Subject (Undergraduate programme)	2-4 yrs	10+2 or equivalent
MBA	3-6 yrs	Graduate with 50% marks
Doctor of Philosophy (DPhil) Edn	2-4 yrs	Master's degree in Education
PG Diploma Courses	1-3 yrs	Bachelor's degree
<ul style="list-style-type: none"> • Educational Management (PGDEM) • Financial Management (PGDFM) • Journalism and Mass Communication (PGDJMC) • Translation (PGDT) • International Marketing and International e-Business (DIMB) • Creative Writing in English (DCWE) • Creative Writing in Hindi (DCWH) 		
Diploma Courses	1-3 yrs	10+2 or equivalent
<ul style="list-style-type: none"> • Dieticians and Nutritionist (DCDN) 		

- Health Education and Nutrition (DHEN)
- Rural Development (DRD)
- Tourism Studies (DCTS)

Certificate Courses 6 months- 10+2 or equivalent
2 yrs

- Child Care and Nutrition (CCCN)
- Nutrition and Food (CNF)
- Tourism Studies (CTS)
- Human Rights (CHR)
- Environmental Studies (CES)
- Labour Development (CLD)
- Disaster Management (CDM)
- Consumer Protection (CCP)

Computer Courses

MCA 3-6 yrs Graduate with 50% marks

- PG Diploma in Computer Application (PGDCA) 1-3 yrs Bachelor's degree
- Basic Diploma in Computers (DIC) 1-3 yrs 10+2 or equivalent
- Diploma in Computers in Office Management (DCOM) 1-3 yrs 10+2 or equivalent
- Diploma in Internet, Website Designing and Management (DIWDM) 1-3 yrs 10+2 or equivalent
- Certificate Course in Computers (CCC) 6 months- 2 yrs 10+2 or equivalent

Vocational Courses 1-3 yrs 10+2 or equivalent

- Diploma in Fashion Designing (DFD)
- Diploma in Textile Designing (DTD)

Proposed Courses (likely to begin in session 2004-2005)

- Diploma in Early Childhood Care and Education (DECE) 1 yr 10+2 or equivalent
- Certificate in HIV and Family Education (CHFE) 6 months 10+2 or equivalent
- Certificate in Women's Empowerment and Development (CWED) 6 months 10+2 or equivalent

34 U P Rajarshi Tandon Open

Notification April/May

Last Date August/September

Application Procedure Candidates are required to apply on the prescribed application form alongwith admission information brochures, which can be obtained from the University office or study centres on payment of Rs 50/- in cash. Application Form can also be obtained by post on payment of Rs 100/- by MO/Bank Draft in favour of Finance Officer, "U P Rajarshi Tandon Open University" payable at 'Allahabad'. For Professional Courses like for BEd, MBA and MCA etc. separate admission information brochures and application forms are available on payment of Rs 550, Rs 200 and Rs 200 respectively. For obtaining these forms by post Rs.50 has also to be sent towards postage.

Selection Procedure There is no competitive examination for most of the courses but the allotment for the various courses is based on the choice of applicants and availability of seats. Admission to BEd is made on the basis of admission test.

Academic Session July to June

Personal Contact Programme At present there are about 80 study/contact programme centres located in the degree/postgraduate colleges in the State but this number is expected to 100 in the next session. Regular counselling sessions in all the courses as well as practicals in practical subjects are arranged which are conducted by qualified teachers from conventional universities, colleges and industries.

Academic Activities The method of instructions is based on multimedia techniques. Printed material is the main source but it is supplemented by counselling sessions interactive radio programmes, audio-visual aids and other available methods.

Subjects of Study BA Bengali, Computer Science/Application, Economics, English, Hindi, History, Maths, Philosophy, Political Science, Public Administration, Sanskrit, Sociology, Urdu. BSc Botany, Chemistry, Maths, Microbiology, Physics, Zoology. MA Hindi, Political Science, Sociology, Ancient Indian History, Medieval & Modern History, Economics, English. In other courses most of the papers are compulsory besides some optionals.

System of Examination Semester system with internal and external assessment. Internal assessment is a continuous process spread over the entire session.

Fees (per annum) PGDEM Rs.4500, CTS Rs 1200, BA/BCom/DHEN Rs 1600; BTS/PGDT/DCWE/DCWH/DRD Rs.2000, UGSS/CCCN/CNF Rs.800; PGJMC/DCTS/DIMB/CCDTP Rs 2500, PGDFM/CCC Rs 3000, BLIS Rs.4000, BSc Rs.3500; MLIS Rs.5000; Vocational Courses Rs 8000, DCAD Rs.8000; PGDCA Rs.15000, MBA Rs.8000; MCA Rs.12,000; BEd Rs.12000.

Medium of Instruction English/Hindi.

Students Enrolment 8184 (Men 5814, Women 2370).

Faculty Strength Professor 1 Readers 2 Lecturers 10. The university also appoints consultants at the headquarters and invites guest teachers and guest faculty at all of its study centres.

VARDHAMAN MAHAVEER OPEN UNIVERSITY

Rawatbhata Road, Akelgarh

Kota 324 010

ESTABLISHED 1987

PHONE 2470971

REGISTRAR Shri B L Kothari

FAX 0744-2470451

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3-10 yrs	18 yrs of age with no formal qualification and passing the (BAP) preparatory course (6 months duration) or 12 yrs Sr Sec/(10+2) or equivalent
MA (Economics, History, Hindi, Political Science)	2-6 yrs	Bachelor's degree
Bachelor of Journalism & Mass Communication (BJMC)	1-4 yrs	Bachelor's degree
Master of Journalism & Mass Communication (MJMC)	2-4 yrs	Bachelor's degree in Journalism (BJMC) or BJ or PGDJ
Bachelor's Degree in Edn (BEd)	2 yrs	As per NCTE norms.
PhD	3-5 yrs	Master's degree with 55% marks
PG Diploma in Labour Laws, Industrial Relations & Personnel Management (PGDLLIR&PM)	1-3 yrs	LLB (Professional or Academic)/PG degree in any faculty II Div or 48% marks Graduates with 3 yrs experience
Diploma in Library & Information Science (DLIS)	1-3 yrs	Sr Sec or 10+2 or students of 21 yrs of age with 5 yrs experience in a college/District or Public library
Diploma in Tourism & Hotel Management (DTHM)	1-4 yrs	Graduates with 1 yr managerial experience or non-graduates with 3 yrs managerial experience.
Diploma in Computer in Office Management (DCO)	1-4 yrs	Bachelor's degree or 10+2 with 3 yrs experience as a clerk
Diploma Course in Culture and Tourism (DCCT)	1.5-4.5 yrs	Sr Hr Sec (10+2) or equivalent with 3 yrs supervisory experience in desired areas or as recognised guides
Diploma in Nutrition & Health Education (DNHE)	1-4 yrs	Sr Hr Sec (10+2) or equivalent or Hr secretary before 1989
Certificate Course in Food & Nutrition (CFN)	6 months-2 yrs	Literate only. No formal degree
CTB	-do-	10th pass
Certificate in Computing (CIC)	-do-	Sr Hr Sec (10+2)
CCT	-do-	Sr Hr secretary (10+2)/BAP/BCP Pass
Management Programmes		
MBA	3 yrs	Bachelor's degree with 3 years of supervisory/managerial/professional

36 Vardhaman Mahaveer Open

PG Diplomas	1 yr	experience <i>or</i> professional degree in Engineering/Technology/Medicine/Architecture/Law <i>or</i> professional qualification in Accountancy/Company Secretaryship etc <i>or</i> Master's degree in any subject
<ul style="list-style-type: none"> • Human Resource Management (PGDHRM) • Financial Management (PGDFM) • Marketing Management (PGDMM) • Diploma in Management 		Admission is based on entrance test

Notification August

Last Date September

Admission is open to persons all over the country, contact programmes/exams are however conducted at various Study/Regional centres in Rajasthan.

Prospectus with application form may be obtained from the University Headquarter or its Regional Centres (Ajmer, Bikaner, Jaipur, Jodhpur, Kota, Udaipur) on cash payment of Rs 25 or by sending a DD for Rs 50 drawn in favour of Kota Open University, if required by post. Completed applications should reach the university by the notified date

Academic Activities include printed self-instructional study material, weekend counselling, radio and television broadcasts, audio-video cassettes and personal contact programmes at various Regional and Study Centres.

Medium of Instruction & Exam BA/BCom, MA, BEd, MEd, BJMC, DLIS - Students can take exam in Hindi/English (material is supplied only in Hindi), DIM, PGDLL, DTHM, Computer Programming - Students can take exam in Hindi/English (material is supplied in English). MBA - English.

Fees (per annum) BA/BCom Rs 1395, MA Rs 1510 for male and Rs 1160 for female candidates; MBA Rs 4260. PG Diplomas Rs 3060, PGDLL Rs 2460; DLS Rs 1760, DTHM Rs 2085; MJMC Rs 9120, BJMC Rs 3360; BEd Rs 13,500, MEd Rs 13,200; DCO Rs 3210, DCCT Rs 2040; DNHE Rs 1510

Open University Scheme BA/BCom 18 yrs old candidates who do not have any formal academic qualification are admitted to BAP/BCP. This is a six months course and after successful completion of this course a student is admitted to BA/BCom course

Credit System The University follows the credit system for its courses. Each credit amounts to 30 hrs of study comprising of learning activities. Students are required to earn 96 credits to qualify for award of Bachelor's degree. Students can complete the course in 3-10 yrs. A student can take a maximum of 32 credits in one year. A student is required to take 24 credits of foundation course and 8 credits in Application Oriented Courses. In addition a candidate is required to offer elective course of 8 credits in first year, 32 credits in second year and 24 credits in the third year. Thus total credits of elective courses that a student can offer are 64 with a maximum of 32 credits in one subject.

MA (Economics, History, Political Science) Students with Bachelor's degree in any discipline can seek admission in MA. It is 2 yrs programme. It consists of 9 papers of 8 credits each.

BJMC Study is based on credit system. Candidates are required to earn 56 credits. Each credit is equivalent to 30 hours of study. There are 7 papers including project report. Each paper contains 8 credits. Candidates can complete the course in 1-4 yrs. Candidates are required to do practical training in any newspaper office.

MJMC It is a 2 yrs programme. Students should have BJMC degree or BJ or PG Diploma in Journalism.

MBA The programme has 21 courses. If a student does not want to complete all the 21 courses, he/she can do diplomas. Admission to management courses is done on the basis of entrance test only. The course has been borrowed from IGNOU, New Delhi.

PhD Master's degree holders with more than 50% marks may be admitted for PhD in the Faculties of Commerce and Management, Education, Humanities, Social Sciences and Sciences etc. Inter-disciplinary research is encouraged. Synopsis are evaluated by an external expert after which the candidates are enrolled as PhD scholars. The candidates are expected to submit the thesis in not less than 3 yrs from the date of registration. Students are allowed to be on the PhD roll for a maximum period of 5 yrs. Students are required to present atleast 2 research seminars every year in the faculties. The thesis must be a piece of original research work.

PGDLL Candidates are required to study 6 courses. These courses can be completed in 1-4 yrs. However, a certificate in one or more successfully completed course may be awarded to students who discontinue the course.

DLIS Course packages include 5 papers. Students are required to do practical training in a library for 4 weeks. Candidates can complete the course in 1-4 yrs.

DTHM Admission is open to eligible students. Entrance test can be conducted if there are more applicants than the prescribed seats. The course package includes 5 papers. The course can be completed in 1-4 yrs. Students have to undergo one month's practical training in an approved hotel.

DCO This programme consists of 5 courses. It aims to create general awareness relating to various topics, concepts and subjects in the area of office accommodation.

CFN It has 5 courses in kitchen, gardening, food preservation, consumer rights and safety.

DNHE It is a 32 credits programme consisting of four courses. Project work is essential for this programme.

Counselling Academic counselling is an important instructional component of Distance Education system. Week end counselling sessions are organised for all the courses at study centres of the University.

Study Centres 38 study centres have been set up in different cities in the State to provide regular information and learning support. Each study centre is provided with library, TV, audio and visual facilities. Study centres function on all holidays and Sundays and are supervised by the Coordinators. To coordinate the functioning of study centres, 6 Regional Centres have been set up at Ajmer, Bikaner, Jaipur, Jodhpur, Kota and Udaipur. They are also entrusted with publicity work, providing information, orientation and training programmes.

Examination & Evaluation differs from that of the conventional universities in the country. The exam is conducted in two stages, (i) Continuous evaluation having a weightage of 30% (ii) Terminal exam at the end of academic session carrying weightage of 70%. Examinations are held twice in June and December every year.

Letter Grading System is used for grading continuous and terminal examination components; A-Excellent, B-Very Good; C-Good, D-Satisfactory, E-Unsatisfactory. For the successful completion of a course, a candidate has to obtain 'D' grade in both continuous and terminal exams.

Proposed Courses MCom, Computer for Beginners, Diplomas in Construction Management, Water Resources Management.

Budget Estimates (2003-2004) Rs 534.88 lakhs (RE).

Students Enrolment (2003-2004) 12971 (Men 9156, Women 3715).

Faculty Strength Professors 7 Readers 8 Lecturers 21.

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY

Dnyangangotri, Near Gangapur Dam

Nashik 422 222

ESTABLISHED 1989 FAX 0253-341716 PHONES 341714-15 340227

REGISTRAR Dr Rajendra V Vadnere

E-MAIL registr@ycmou.ernet.in

DIRECTOR (*Student Services Division*) Dr Chandrakant Garje

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3-8 yrs	18 yrs of age and pass in preparatory programme (4 months duration) or XII Std exam or any Dip of 2 yrs after SSC
BLISc	1-3 yrs	Bachelor's degree
BSc (IT)	3-5 yrs	XII with Math/EEDP of YCMOU or 3 yrs Engg Dip
Bachelor of Horticulture Science (BHSc)	6-12 yrs	Passed 4 Agri Diplomas of YCMOU + entrance Exam
BTech (Marine Engg)	4-8 yrs	10+2 with 60% marks in PCM In addition 50% marks in English in SSC or HSC are compulsory
MA/MCom/MSc	1 5-5 yrs	Bachelor's degree with experience
MSc (Agri)	2-5 yrs	BSc Agri with 5 yrs experience
BEd	2-5 yrs	In service Graduate Teachers with 2 yrs experience
MEd	2 yrs	Any graduate with BEd degree
MBA	3 yrs	Bachelor's degree with 45% marks with 2 yrs Managerial/Supervisory experience + entrance test
MPhil	1 5-5 yrs	Master's degree with II class or degree with 10 yrs experience or degree with MPSC/UPSC exam pass
PhD	2.5-5 yrs	MPhil/Postgraduate degree with 5 yrs experience or degeee with MPSC/UPSC exam pass
PhD (Agri)	3-5 yrs	MSc (Agril) with 5 yrs experience
Diplomas		
• Electronics Engg (DCT/DINSE/DCE/DIND)	3.5-8 yrs	SSC passed
• Foundation in Agriculture	1-3 yrs	12th pass/fail or Gardener training course of any Agri Univ or YCMOU

• Commercial Fruit Production	1-3 yrs	Foundation in Agri of YCMOU or 2 yrs Agri Dip of any Agri Univ
• Commercial Vegetable Production	1-3 yrs	-do-
• Agri Business Management	1-3 yrs	-do-
• Floriculture & Land Scape Gardening Training	1-3 yrs	-do
• School Management	1-3 yrs	Principal/Vice Principal/Head Master/Supervisor of School/College
• Printing Technology and Graphic Arts	1-5 yrs	SSC or its equivalent
• Journalism	1-3 yrs	Certificate in Journalism of YCMOU or 12th passed or SSC+ any Govt Diploma of 2 yrs duration
• Fashion Design	1-3 yrs	SSC or its Equivalent
• Office Computing	6 months-2 yrs	HSC or 10+2 passed or BTE Dip pass
• Computerized Financial Accounting	1-3 yrs	HSC or 10+2 pass or BTE Dip pass or Certificate in Comp Fin Accounting
• Computer Operations	1-3 yrs	SSC
• Computer Hardware Maintenance & Network Technology	21 months-4 5 yrs	SSC or its equivalent
• Interior Design and Decoration	1-3 yrs	SSC or its equivalent

Certificates

• Preparatory	4 months-2 yrs	Knowledge of Marathi and English
• Computer Operations	6 months-2 yrs	9th Pass/Preparatory Programme
• Computer Operations for the Blind	6 months-2 yrs	9th Pass/Preparatory Programme
• Preparatory Skill in BSc IT	6 months-2 yrs	SSC Pass
• Garden Training	1-3 yrs	10th Pass
• Office Computing	6 months-2 yrs	10th Pass
• Computerized Financial Accounting	6 months-2 yrs	10th Pass
• WEB Development	6 months-2 yrs	HSC or 10th passed or BTE Dip pass
• CAD	6 months-2 yrs	9th pass or 10 appeared or YCMOU prep passed
• DTP	6 months-2 yrs	9th pass or 10 appeared or YCMOU prep passed

40 Y C M O U

• School Level IT programmes	1 yr	Students learning in Std 5th to 10th
Vocational Courses	6 months -2 yrs	
• Plumber		5th Pass
• Mason		5h Pass
• Fitter (General)		7th pass
• Domestic Wireman		7th Pass
• Lathe Operator (Turner)		7th pass
• Fabricator Welder		7th pass
• Mechanic Two Wheeler		7th pass
• Motor Rewinding		7th pass
• Mechanic TV/VCD		10th pass
• Mechanic Refrigerator		10th pass
• Beauty Parlour Management		10th pass
• Industrial Security Guard		10th pass
Notification/Last Date	April/June	

Academic Programmes The academic programmes of the University are designed to meet the community needs. The study programmes are modular for certificate/diploma/degree level courses and are characterised by definite number of credit points. The credit point denotes the number of hours the student has put in for study. In accordance with the modular structure adopted, the student may take up few courses, collect the credit points from these and obtain a certificate. At some later date he/she may wish to take up other related courses. A combined collection of these and earlier credits may lead eventually to a diploma or a degree.

Application Procedure Application form and prospectus can be obtained from the University/Study Centres on cash payment of Rs 30-300 depending on the course of study.

Regional/Study Centres The University has established 8 Regional Centres at Amravati, Aurangabad, Kolhapur, Mumbai, Nagpur, Nanded, Nashik and Pune. Every regional centre has study centres and work centres under its jurisdiction. These centres arrange contact and counselling sessions at regular intervals. These also facilitate to deliver instructional material. Facilities of audio and video, library, practical lab, conduct of term-end exams are available at Regional/Study Centres.

Medium of Instruction/Exam Marathi/English.

Subjects of Study BA Economics, English, History, Marathi, Politics, Psychology, Sociology.

Fees (per annum) BA/BCom Rs 1130-1380; BLISc Rs 5,860; BHSc Rs 4,000; BEd Rs 19,430; BSc (IT) Rs 39,000; MA/MCom/MSc Rs 2,860; MSc (Agri) Rs 10,000; MLib Sc Rs 10,595; MBA Rs 5,815; MEd Rs 11,550; MPhil Rs 4,030; PhD Rs 5,130; PhD (Agri) Rs 21,000; Diplomas Electronics Engg Rs 24,710; Foundation in Agri/Commerical Fruit/Veg Prodn/ Agri Bus Mgt/Floriculture and Land Landscape Gardening Rs 3,000; School Mgt Rs 1,550; Printing Tech & Graphic Arts Rs 5,000; Journalism Rs 2,240; Fashion Design Rs 20,000; Office Computing Rs 5,500, Computer Operations Rs 5,500; Computerised Fin Accounting Rs 6,700; Interior Design & Decoration Rs 10,000; Computer Hardware Maintenance & Network Tech Rs 11,500; Certificates: Preparatory

Rs 460, Computer Operation Rs 1,500, Preparatory Skill in BSc IT Rs 2,100, Garden Trg Rs 2100, Vocational Courses Rs 3,145, Computer Certificate programmes Office Computing Rs 3,000, Computerised Fin Accounting Rs 3,650, WEB Dev Rs 3750; CAD RS 2500, DTP Rs 3,000, School Level IT Programme Rs 50

Programme Structure

BLISc The student is required to perform classification and cataloguing practicals at the library in the study centre.

BA/BCom There are 96 credit points in each programme. The student has to study 6 Foundation courses of 32 credit points, 6 elective courses of 48 credit points and 2 applied courses of 16 credit points.

Certificate in Journalism The student is also required to do practical/field work component in respect of news writing, editing, proof reading, writing articles, etc.

MA/MCom/MSc One day orientation programme and 2 contact sessions/workshops of 2 days duration each are arranged at study centres. Every student is required to do a project in the subject selected.

MBA The MBA programme consists of theory, practical/field work and project component. The student has to study 13 compulsory courses, one elective course, 3 specialisation courses and the project work component.

Diploma in School Management The student is required to complete two practicals per course in the form of seminars, workshops and demonstrations.

Computer Science The certificate and diploma programmes consist of theory and practical components. More emphasis is given on the practical skills.

Agricultural Sciences The certificate and diploma programmes consist of theory and practical component. Degree programme consists of comprehensive end examination and project work.

Engineering Vocations For every vocational programme, the student is required to have the knowledge of allied trades. Such allied trades are included in Foundation course. The theory component is taught using self instructional books and videos.

MPhil/PhD In Distance Education, Educational Communication and Subject Communication Degree is awarded on successful performance of the assignments, term papers, seminar presentations and end examination. A PhD student is required to publish two research papers in standard journals recommended by the University. A one day orientation programme and three seminars are arranged at the study centre.

Evaluation The system of evaluation in YCMOU is different from that of conventional universities. Continuous assessment is an important component of student evaluation.

Grading The YCMOU has a system of "Grading" for evaluating students' achievements (in home assignments, class tests, end examination, practicals, workbooks etc.) on a five-point scale using letters 'O' for Outstanding, 'A' for Very Good, 'B' for Good; 'C' for Satisfactory; and 'D' for Unsatisfactory. In each course a student is normally expected to obtain 'C' Grade. However, in the overall computation, he/she must have 'B' grade to claim a degree/diploma.

PART - II

OTHER UNIVERSITIES/INSTITUTES

ACHARYA NAGARJUNA UNIVERSITY

Centre for Distance Education (CDE)

Nagarjuna Nagar-522 510

ESTABLISHED 2003

PHONES 0863-2293299, 2293189

DIRECTOR Prof V Chandra Sekhara Rao

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	Pass in intermediate or its equivalent/ pass in entrance test for those who have no formal education and completed 18 years of age
MSc (Botany)	2 yrs	A pass in BSc with Botany as one of the subjects of study
MSc (Zoology)	2 yrs	A pass in BSc with Zoology as one of the subjects of study
MSc (Chemistry)	2 yrs	A pass in BSc with Chemistry as one of the subjects of study
MSc (Microbiology)	2 yrs	A pass in BSc with Microbiology as one of the subjects of study
MSc (Physics)	2 yrs	A pass in BSc with Physics as one of the subjects of study
MSc (Mathematics)	2 yrs	A pass in B A. or B Sc With Mathematics as main or ancillary or one of the three equal subjects.
MA (Economics)	2 yrs	A pass in BA degree with Economics as one of the subjects of this Univ or any other Univ recognized as equivalent there to
MA (English)	2 yrs	A pass in BA/BCom/BSc with English as one of the subjects of degree exam of this univ or any other univ recognised as equivalent there to.
MA (Hisotry, Pol Sc, Sociology)	2 yrs	A pass in any bachelor's degree exam of this univ or any other univ recognised as equivalent there to.
MA (Telugu)	2 yrs	A pass in B A./B.Com /B.Sc. With Telugu as one of the subjects of study or Basha Praveena with POL or BAOL Telugu/Sanskrit with Part-I Telugu of this Univ or that of any other Univ recognized as equivalent thereto.
MCom	2 yrs	A pass in B.Com. Degree exam of this Univ or any other Univ recognized as equivalent thereto.

46 Acharya Nagarjuna

MBA	3 yrs	State- wide entrance test (ICET) conducted by the State Council for Higher Education, Govt of Andhra Pradesh. However, those who have qualified in ICET examination in the preceeding three years can also apply for admission in any academic year. Pass in any Bachelor's Degree of minimum three years duration) examination I any discipline of Acharya Nagarjuna Univ or any other recognized Univ as equivalent thereto (other than BFA and BOL) in Commerce, Arts, Science, Professional Degree in Engineering/Tech/Medicine/ Architectured Accountancy/Cost and Works Accountancy/Company Secretary ship awarded by statutory bodies
LLM	2 yrs	All L.L B /B L. graduates are eligible for admission

Admission Open to all eligible candidates throughout India.

Academic Activities Printed study material prepared in Self Instruction Material (SIM) model, Response sheets, Sunday classes, Personal guidance by course coordinators, Clarification of doubts and other help by "Student Service Cell"

Commencement of Academic session Admissions are done twice for all courses in each year. So, the CDE runs two batches. One batch is called Calendar year batch (Januay to December) and the second batch is called academic year batch (July to June) The Academic session commences for Calendar batch in the month from May to October, and for academic year batch from September to April.

Contact Programmes The contact programmes are run on Sundays and second Saturdays Altogether classes are held on 35 Sundays for each batch.

Fees Tuition fee (*per annum*) BA Rs 1100; BCom Rs 1200; MSc (Botany, Zoology, Physics) Rs 9420; MSc (Chemistry) Rs 10,200, MSc (Microbiology) Rs 9920, MA, MCom, MSc (Mathematics) Rs 4300; MBA Rs 6500; LLM Rs 6500.

Medium of Instruction/Study material Telugu/English

Medium of Examination Telugu/English.

Examinations November-December for Calendar year batch; April/May for Academic year batch.

Student Enrolment (2003-2004) 12025.

ALAGAPPA UNIVERSITY
Directorate of Distance Education
Karaikudi 630 003 .

ESTABLISHED 1992 FAX 04565-225216 PHONE 229230

DIRECTOR Dr S Sudalaimuthu E-MAIL alagappadde@yahoo.co.in

WEBSITE www.alagappauniv.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BLitt (Tamil)	3 yrs	HSC/10+2 or 3 yrs Diploma
BA (English, History, Pub Admn)	3 yrs	HSC/10+2 or 3 yrs Diploma
BSc (Maths)	3 yrs	HSC/10+2 or 3 yrs Diploma
BCA	3 yrs	HSC/10+2 or 3 yrs Diploma
BBA	3 yrs	HSC/10+2 or 3 yrs Diploma
BCom	3 yrs	HSC/10+2 or 3 yrs Diploma
BCS (Bachelor of Corporate Secretaryship)	3 yrs	HSC/10+2 or 3 yrs Diploma
BBM (Bachelor of Bank Mgt)	3 yrs	HSC/10+2 or 3 yrs Diploma
BLIS	1 yr	Bachelor's degree
MA	2 yrs	Bachelor's degree
<ul style="list-style-type: none"> • Child Care and Education • Mass Communication & Journalism • Personnel Management & Industrial Relations 		
MA (History, Hospital Admn, Tamil, English)	2 yrs	Bachelor's degree with relevant/allied subject
MCom	2 yrs	Bachelor's degree with Comm/Accountancy as a subject
MCom (Insurance Mgt)	2 yrs	Bachelor's degree
MBA	2 yrs	Bachelor's degree
Master of Bank Mgt (MBM)	2 yrs	Bachelor's degree
Master of Corporate Secretaryship (MCS)	2 yrs	Bachelor's degree
Master of Finance & Control (MFC)	2 yrs	Bachelor's degree
Master of Marketing Mgt (MMM)	2 yrs	Bachelor's degree
Master of Women's Studies (MWS) (men also eligible)	2 yrs	Bachelor's degree
MSc (Maths)	2 yrs	BSc Maths/Applied Maths
MSc (Information Tech)	2 yrs	Bachelor's degree
MS (Educational Mgt)	2 yrs	Bachelor's degree
MLIS	1 yr	BLIS/BLib Sc

48 Alagappa

MCA	3 yrs	Bachelor's degree with Maths/PGDCA or BCom/BA/BCS/BBM/BE
MPhil		
Tamil	1 yr	MA (Tamil)
History	1 yr	PG degree in History, Econ, Sociology, Pol Sc, Pub Admn, Art History, Music Geography, Education, Phil, Tamil,
Eng		
Management, Commerce, Corporate Secretaryship	1 yr	MCS/MCom/MBA/MFC/MMM or any related discipline or any degree with ACS/AICWA/ACA/CFA
International Business	1 yr	MIB/MIBA/MCom
Education	1 yr	Med
Mathematics	1 yr	MSc Maths/Applied Maths
Library and Information Sc	1 yr	MLIS
Computer Science	2 yrs	PG degree in Computer Sc/Computer Applns/Information Tech/Computer Communication with 60% marks
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Computer Applications (PGDCA) • Business Management (PGDBM) • Computer Systems & Mgt (PGDCSM) • Insurance Management (PGDIM) • Personnel Management & Labour Laws (PGDPMLL) • Sports Management (PGDSM) • Export Management (PGDEM) • NGO Management (PGDNGOM) • Hospital Management (PGDHM) 		

Diploma Courses

Diploma in Accounting and Taxation	1 yr	HSC/10+2
Advanced Diploma Course in Project Management	1 yr	BE/Technical Diploma of minimum 3yrs/Bachelor's degree

Notification May/June

Last Date September

Admission is open to candidates all over the country.

Admission to Foreign Students University has centres abroad at Singapore, Bahrain and Qatar.

Prospectus with application form can be obtained from the Director, Directorate of Distance Education, Alagappa University, Karaikudi 630 003 on payment of Rs 300 for MBA/MCA/MSc(IT), MPhil and Rs.100 for all other courses through Demand Draft drawn in favour of "The Director, DDE, Alagappa University" payable at Karaikudi or from the Approved Study Centres.

Selection Procedure Those who fulfill the eligibility norms prescribed by the University are selected.

General The Directorate has no agents and takes no responsibility for their actions. Candidates are advised to apply directly to the Directorate.

Spot Admission for all courses is also arranged at the Directorate of Distance Education, Alagappa University, Karaikudi and at various admission centres including New Delhi (as notified from time to time).

Open University Stream (OUS) Candidates who have completed 18 yrs of age as on 1st July of the year of admission are eligible. Admission is granted only after attending 4 days of Compulsory Preparatory Course and passing the Entrance Test.

Academic Activities Personal Contact Programmes, CD and Printing Materials are issued.

Response Sheets are sent to students along with the lessons. Students are required to return response sheets in own handwriting for internal assessment. Submission of response sheets is compulsory.

Support Services Multi-media Lab, Central library with more than 50,000 books and Modern Computer Lab, etc.

Personal Contact Programme Theory Papers 50 hours per subject and Practicals 100 hours per subject.

Fees (per annum) BA/BLitt/BSc/BBA/BCom/BCS/BBM Rs 1500; BCA Rs 6000; BLIS/MS/MA/MSc(Maths)/MCS/MBM/MCom/MFC/MMM/MWS Rs 3000, MLIS Rs 5000; MBA Rs.8000, MCA/MSc (Information Tech) Rs 12000, PGDPMLL/PGDBM/PGDIM/PGDEM/PGDNGOM/PGDHA/PGDSM/PGDCSM/ADPM Rs 3000; PGDCA Rs 6000; Dip in Accounting & Taxation Rs.1500, MPhil (Tamil, History, CS, Commerce, International Bus, Edn, Maths, Lib & Inf Sc Rs.7000; MPhil (Mgt, Computer Sc) Rs.9000.

Medium of Instruction English and Tamil.

Completion of the Course Students who have enrolled for courses of one year duration should complete the course within 4 years from the year of enrolment and the students of other courses within 5 years.

Examinations are held at select centres throughout the country.

General Students undergoing regular courses are also eligible to register for Diploma and Post Graduate Diploma courses.

Students Enrolment (2003-2004) 24372 (Men 14455, Women 9917).

Faculty Strength The services of regular faculty members are used.

UNIVERSITY OF ALLAHABAD

Institute of Correspondence Courses and Continuing Education

Chetham Lines (Press Building)
Allahabad 211 002

ESTABLISHED 1976

PHONE 2542417

DIRECTOR Prof P K Sahoo

FAX 0532-2545021

E-MAIL pksahoo5@rediffmail.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BA(General)/BCom/ BCom (General)	3 yrs	Intermediate/10+2
<i>Notification</i>	August	<i>Last Date</i> October

The syllabi, duration and the mode of examination are the same as applicable to regular students of the university.

Admission is open on all India basis; Sunday classes and contact programmes (some of which are obligatory) and exams are conducted in Allahabad

Prospectus with application form and examination form may be obtained from the Institute on cash payment of Rs 18 or Rs 35 through MO/Bank Draft favouring Director of the Institute, if required by post. Completed application should reach the Institute by the notified date

Academic Activities include printed lessons/assignments, response sheets, lecture scripts, Sunday classes, contact programmes, cassette lessons (audio) etc. 40 printed units of lessons on each subject are sent at regular intervals. Students are required to submit the response sheets within 21 days to the Institute for evaluation. The student is expected to obtain 40% marks in all the response sheets in order to be eligible for university examination.

Contact Programme Sunday classes and contact programmes are arranged at Allahabad. Attendance in one contact programme of two weeks and submission of 10 assignments is compulsory.

Academic Session July-March of 3 terms

Fees (per annum) Rs.2600.

Subjects of Study BA/BA(Gen) Ancient History, Economics, Education, English, Hindi, Medieval/Modern History, Philosophy, Political Science, Sanskrit, Urdu BCom/BCom (Gen) Accountancy, Bus Orgn, Indian Economy, Money Banking, Bus Econ, Financial Mgt, Business Finance, Economic Dev, Income Tax, Cost Accountancy, Business Law, Auditing, Statistics, Insurance (I & II), Business Maths (I & II), Labour Law, Company Law, Public Enterprises, Banking (I & II)

Medium of Instruction/Exam English/Hindi.

Examinations Annual exams are held in April/May and second examination in September/October at Allahabad. A candidate who fails/does not appear in the exam but completes the required course through contact programme and response sheets may be admitted to a subsequent exam as an ex-student within a period of five years.

Students Enrolment (2003-2004) 3688 (Men 2842, Women 846).

ALLAHABAD AGRICULTURAL INSTITUTE

Directorate of Distance Education

Allahabad 211 007

ESTABLISHED 2002 FAX 0532-2684593 PHONES 2684317 2684284
 DIRECTOR PROF (DR) H SHEPHERD E-MAIL aaidec@aaidec.org
 WEBSITE aaidec.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BCA	3 yrs	10+2 or equivalent
BBA	3 yrs	10+2 or equivalent
BBA (Hotel Mgt/Tourism Mgt)	3 yrs	10+2 or equivalent
BSc (Fashion Tech)	3 yrs	10+2 or equivalent
BSc (Information Tech)	3 yrs	10+2 or equivalent
Bachelor of Med Lab Tech (BMLT)	3 yrs	10+2 in Sc with Bio
Bachelor of Radiology & Imaging Tech (BRIT)	3 yrs	10+2 in Sc with Bio
Bachelor of Hospital Mgt (BHM)	3 yrs	10+2 in Sc with Bio
Bachelor of Clinical Optometry (BOpt)	3 yrs	10+2 in Sc with Bio
MCA	3 yrs	Bachelor's degree
MBA	2 yrs	Bachelor's degree
MSc (Information Tech)	2 yrs	Bachelor's degree
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Computer Applications (PGDCA) • Journalism & Mass Communication (PGDJMC) • Sales & Marketing (PGDSM) • Export & International Marketing (PGDEIM) • Financial Management & Accounting (PGDFM) 		
Nutrition & Dietetics (PGDND)	1 yr	Bachelor's degree in Sc with Bio
Diploma in Pharma Sales Mgt (DPSM)	1 yr	10+2 or equivalent

Fees per annum BCA/BBA/BSc(IT)/MCA/MSc(IT)/PGDCA/PGJMC/PGDSM/PGDEIM/PGDFM Rs 14000; MBA Rs 16,000; BBA (HotelMgt/Tourism Mgt)/BSc(FT)/BMLT/BRIT/BHM/BOpt/PGDND/DPSM Rs 20,000.

Medium of Instruction English -

Students Enrolment (2003-2004) 14072 (Men 10768, Women 3304.)

ANDHRA UNIVERSITY

School of Distance Education

Visakhapatnam 530 003

ESTABLISHED 1972

PHONES 254966 2575745

DIRECTOR Prof D Harinarayana

FAX 0891-2575745

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	Intermediate/Pre-university
BSc (Phy, Chem, Maths, Computers, Statistics)	3 yrs	Inter Sc with Physical Sc & Maths
MA (Economics, English, Hindi, History, Politics, Public Administration, Sociology, Telugu)	2 yrs	Bachelor's degree with relevant/allied subject
MA (Philosophy)	2 yrs	Bachelor's degree
MA/MSc (Maths)	2 yrs	Bachelor's degree with Maths
MCom	2 yrs	BCom
BEd	2 yrs	Inservice graduate teachers with 2 yrs of teaching experience Admission through BEd Common Entrance Test
MEd	1 yr	BEd with 5 yrs of teaching experience in the State. Selection on merit
PG Diplomas		
• Cooperation & Rural Studies (PGDCRS)	1 yr	Bachelor's Degree (other than BFA and BOL) working in cooperatives/allied institutions
• Computer Programming and Application (PGDCPA)	1 yr	Bachelor's degree
• Environmental Studies (PGDES)	1 yr	Bachelor's degree
• Functional English (PGDFE)	1 yr	Bachelor's degree
• Personnel Management and Industrial Relations (PGDPMIR)	1 yr	Bachelor's degree
• Translation (Telugu) (PGDT)	1 yr	Bachelor's degree with Telugu
• Travel and Tourism Management (PGDTTM)	1 yr	Bachelor's degree
• Management of Voluntary Welfare Organisations (PGDMVWO)	1 yr	Bachelor's degree
Diploma in Urdu	1 yr	Certificate in Urdu
Diploma in Music	1 yr	Candidate should have completed 15 years of age as on 1st July of year of admission

Certificate Courses

Certificate in Urdu	6 months	No formal academic qualification is required But the candidate should have completed 15 years of age by 1st July of the year of admission
Certificate in Linguistics	6 months	Any graduate with English as one of the subjects
Certificate in Automation & Accounting	6 months	Intermediate or equivalent or pass in the BA/BCom Entrance Exam conducted by SDE or other Universities under open system
Certificate in Automation & Internet Technology	6 months	-do-
Certificate in Automation & Multimedia Technology	6 months	-do-

Open University Scheme

Introductory Course (Preparatory course for entrance exam for admission to BA/BCom)	6 months	Age 18 yrs on July 1 with no formal qualification
BA/BCom	3 yrs	Age 18 yrs on July 1 with no formal qualification and passing the entrance exam conducted in May/December

Notification August/September **Last Date** October/November

A student enrolled in the School of Distance Education studies the same syllabi and is awarded the same degree as in the case of regular students

Admission is open to candidates residing in India. Contact programmes (some of which are compulsory) and exams are conducted at various Study Centres in Andhra Pradesh and at New Delhi (Sri Venkateswara College, Dhaula Kuan, New Delhi 110021 Tel 26118535).

Application Procedure Prospectus with application form can be obtained from the School or such designated Centres in New Delhi and other cities in Andhra Pradesh as notified by the University from time to time on payment of Rs 40 through demand draft in favour of the Director, School of Distance Education, Andhra University. Cheques/POs are not accepted. Completed application should reach the School by the notified date

Open University Scheme BA/BCom The university conducts All India entrance exam for admission to BA/BCom for those who do not have formal qualification and are 18 yrs of age. The exam is based on objective type questions of 1 hour duration and is conducted at various study centres in the State and New Delhi. The university conducts Foundation Course of six months duration to prepare the candidates for entrance examination for liberalised admission into BA/BCom.

Study Centres (35) are located at various cities in the State of Andhra Pradesh and a Study centre in New Delhi (Sri Venkateswara College, Dhaula Kuan Tel 26118535). Week end classes are held on second Saturdays and Sundays at different study centres. Of the 35 study centres, 8 centres have full fledged libraries with English/Telugu medium text-books for all the subjects.

Academic Activities are through self instructional material, response sheets and personal contact programmes. The students receive study material in all subjects periodically which keeps a continuous check on the efficiency of communication through house-test. The

54 Andhra

students are expected to return response sheets for correction, comments, suggestions and evaluation within 15 days of its receipt

Subjects of Study BA Special English, Special Telugu, Special Hindi, History, Economics, Mathematics, Politics, Public Administration and Sociology, BSc Physics, Chemistry, Mathematics, Computers, Statistics

Medium of Instruction English for all courses except BA/BCom in which case it is English/Telugu and Telugu for PG Diploma in Translation

Academic Session July-June for all courses

Personal Contact Programme Attendance in PCP-cum-practical classes of two weeks is compulsory. Personal Contact Programme in respect of BEd course is conducted for 72 days spread over two academic years. The practical-cum-Personal Contact Programme classes for the students of BSc are arranged at Guntur, Vizianagaram and Visakhapatnam.

BEd admission is restricted to inservice teachers working within Andhra Pradesh with 2 yrs teaching experience in recognised Schools. Selection is based on Common Entrance Test. Compulsory contact programmes are arranged for 72 days spread over two academic years.

MEd admission is restricted to inservice teachers of the State with 5 yrs of teaching experience. Admission is made by selection following the rules of reservation in the case of SC/ST and backward class candidates.

Tuition Fee Introductory Course Rs 500; BA/BCom Rs 3,750; BSc Rs 6,000; MA/MCom Rs 3,500; MEd Rs 6,000; PG Diplomas Rs 3,000, PGDCA Rs 13,500.

Conversion into Distance Education Mode The School has initiated the various steps in the process of converting the courses into distance education mode viz Self Instructional Material and Multi-Media Approach.

Exam Annual exam usually in May/June and supplementary in November/December are held in the State and at New Delhi.

Students Enrolment (2002-2003) 74,000

Department of Commerce & Management Studies and School of Distance Education

Andhra University, Visakhapatnam 530003

ESTABLISHED 1999

PHONES 2533522 2754871

PROGRAMME DIRECTOR Prof G Subrahmanyam
(MBA-DM)

FAX 0891-2533522

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
MBA (Distance Mode)	3 yrs	Bachelor's degree other than BFA and BOL. The candidate with professional qualification like CA, ICWA, CS, AMIE, AIETE etc is also eligible. Candidates must have qualified in the state-wide entrance test (ICET)

Notification July

Last Date August

Application Procedure Application form alongwith Prospectus can be obtained from the office of the Programme Director, MBA (DM), Andhra University, Visakhapatnam 530 003 either in person or on requisition by post, submitting a crossed DD for Rs.350 in favour of

the “Academic Fee Account, MBA (DM)” on any nationalized bank payable at Visakhapatnam, enclosing a self addressed stamped (Rs.10) envelope of size 11”x5” Filled in applications should reach the office of the Programme Director, MBA (DM) on or before the date notified

Selection Procedure Admission into MBA (DM) Programme shall be based on the rank obtained by the candidates in the state-wide entrance test (ICET), observing the rules of reservation

Medium of Instruction/Examination English

Course Structure The programme consists of 21 courses (including Project Report and comprehensive viva-voce exam which are spread over 3 academic years)

Method of Instruction is based mainly on printed course material The study material shall be supplemented by Personal Contact-cum-Counselling Programme Intensive Counselling and Contact Programmes for 12 days at study centres will be organised and attendance at these programmes is compulsory.

Study Centres Apart from headquarters at AU Campus, Visakhapatnam, there are four study centres for the Programme at Srikakulam, Kakinada, Guntur and Hyderabad

Fees Rs 9150 per annum

Commencement of Academic Session September

Students Enrolment (2003-2004) 604 (Men 441, Women 163).

General The Programme is offered jointly by the Department of Commerce & Management Studies and School of Distance Education, Andhra University The programme is open both for in service candidates as well as fresh candidates

ANNAMALAI UNIVERSITY

Directorate of Distance Education

Annamalainagar 608 002

ESTABLISHED 1979

FAX 04144-238987

PHONE 238548

DIRECTOR Dr S B Nageshwara Rao

E-MAIL dde@annamalai university ac.in

WEBSITE www.annamalai university ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Foundation	1 yr	Pass in 10 years SSLC/Failed in 11 yrs SSLC/First Year of Plus 2/ Matriculation 11 yrs.
Foundation	2 yrs	Pass in 11 yrs SSLC/11 year Matriculation/First year of Foundation programme/Failed in Pre-Univ Exam/2 nd year Intermediate exam.
BA (Tamil, English, Economics, History, Sociology, Political Sc, Populatiion Studies) B.Com, B.Com with C.A, B.Litt, B.B.A with C.A, B Sc Psychology & B.M.M	3 yrs	A pass in Pre-Univ/H S C/ Two Years Foundation
BSc (Maths), BSc (Maths with CA)	3 yrs	A Pass in Pre University/II yr Foundation/H.S.C with Maths
BSc (Electronic Science)	3 yrs	12 yrs H.S C with Physics and Maths/ 3 yrs Diploma Holders
B.Sc (Applied Chemistry)	3 yrs	2 Yrs H.S C with Physics and Chemistry/3yrs Diploma Holders
B.L.I.S	1 yr	Any Degree
MA (Tamil, English, Sociology, Economics, History, Population Studies, Pol Sc, Pub Admn, Liguistics)	2 yrs	Any Degree
MCom	2 yrs	BCom/BBA/BA Corporate Secretaryship/ BA Co op/B.B.M/M.B.A/B.Sc Maths with two Commerce subject including accountancy
MCom Co.op Management, MCom (B I.M)	2 yrs	Any Degree
MCom (Computer Application)	2 yrs	BCom/Management/BBA/BA Corp. secretaryship/BA Co-operation/Bachelor of Bank Mgt/BCom CA/BMM/BCA or as an equivalent examination
MSc (Maths)	2 yrs	BSc Maths/BSc Statistics with Maths one of the ancillary subjects
MSc (Physics)	2 yrs	BSc Physics main with Maths as one of the ancillary subjects (preference to

teacher/candidate working in research station)

M.Sc (Chemistry)	2 yrs	BSc Chemistry main with Physics as one of the ancillary subjects/BSc Applied Chemistry of D.D E , AU/preference given to teachers, research assistants in research institutions and laboratories, Besides meritorius candidates
M.Sc (Zoology)	2 yrs	BSc (Zoology main with Chemistry or Bio-chemistry as one of the ancillary subjects) preference given to teachers, research assistants in research institutions and laboratories, Besideitorius candidates
MSc (Botany)	2 yrs	BSc (Botany main with Chemistry/Bio-Chemistry/Zoology/Geology as one of the ancillary subjects) preference given to teachers, research assistants in research institutions and laboratories, Besides meritorius candidates
MSc (Bio-Informatics)	2 yrs	Any Degree in Science
MSc (Electronic Science)	2 yrs	BSc Electronic Science/Physics with Maths as one of the ancillary subjects Preference given to Teacher, Scientific assistants and to Ist class degree holders
MSc (Applied Psychology)	2 yrs	Any degree
MLIS	1 yr	BLS/BLIS

Law Programmes

BAL	3 yrs	Any degree
BGL	2 yrs	Any degree
M.L	3 yrs	BL or an equivalant examination
Diploma in Law	1yr	Any degree

- Law of Taxation
- Labour Law with Administrative Law

Management Programmes

MBA	3 yrs	i) Any graduate, ii) Admission procedure as per AICTE norms (Entrance Test); iii) Preference is given to the candidates with work experience
Master of Human Resource Mgt (MHRM)	2 yrs	Any degree
Master of Financial Mgt (MFM)	2 yrs	Any degree
Master of Marketing Mgt (MMM)	2 yrs	Any degree
Diploma in Conflict Management	1 yr	Pass in H.S.C

PG Diploma Programmes

- Business Administration 1 yr Any Degree
- Personal Mgt and Industrial Relations
- Marketing Mgt
- Financial Mgt
- Tourism Mgt
- Advertising Mgt
- Public Relations

Dual Degree Programmes 4 yrs A Pass in HSC

B A.Sociology & B Sc Computer Science
 B A Sociology & B Sc Information Technology
 B A Sociology & B.Sc.Visual Communication
 B A Economics & B Sc Computer Science
 B A Economics & B Sc.Information Technology
 B A Economics & B.Sc Visual Communication
 B.Com & B Sc Computer Science
 B.Com & B Sc.Information Technology
 B.Com & B.Sc.Visual Communication
 B.B.A & B Sc Comp.Science
 B.B.A & B Sc. Information Technology
 B B.A & B.Sc.Visual Communication
 B Sc Psychology & B.Sc Computer Science
 B.Sc.Psychology & B.Sc.Information Technology
 B.Sc.Psychology & B Sc.Visual Communication
 B.Sc.Mathematics & B Sc Computer Science
 B.Sc.Mathematics & B Sc Information Technology
 B.Sc Mathematics & B Sc Visual Communication
 B Sc.Electronic Science & B Sc Computer Science
 B Sc.Electronic Science & Information Technology
 B.Sc Electronic Science & B.Sc Visual Communication
 B Sc.Applied Chemistry & B.Sc.Computer Science
 B Sc.Applied Chemistry & B.Sc.Information Technology
 B.Sc Applied Chemistry & B Sc.Visual Communication
 B.Sc.Computer Science & B Sc.Visual Communication
 B Sc Information Technology & B Sc Visual Communication
 B.Sc.Visual Communication & B Sc.Computer Science
 B.Sc.Visual Communication & B.Sc Information Technology

IT Oriented Programmes

BCA, BSc Computer Science	3 yrs	A pass in H S.C/Three years Technical Diploma
MCA	3 yrs	Bachelor's Degree with Mathematics/ Statistics/Accountancy/+2 level or at Degree level (except 10+2+2 Pattern) Admission through Entrance Test
MCA (Laterel entry scheme)	2-yrs	PGDCA from a recognised University
MSc Information Technology	4 Semester	A Pass in any Degree

MSc Software Engineering	4 Semester	A Pass in any Degree with Maths at +2 level
MSc Computer Science	4 Semester	Any Degree
MSc Computer Science Lateral	2 Semester	PGDCA from a recognised University entry
PGDCA	1 yr	Any Degree

Engineering & Technology Related Programmes

Diplomas

• Production Management	1 yr	BE/MCom/MBA/M A Economics/MSc Maths/Statistics/BE Agriculture/ Diploma holders in Engineering
• Material Management	1 yr	Any Degree/Diploma in Polytechnic
• Chemical Process Instrumentation and Control	1 yr	BSc with Chemistry as one of the subjects/Three years Diploma in any branch of Engineering or Technology/B Pharm.
• Maintenance Engg & Management	1 yr	BE/AMIE (Part A&B)/Three yrs Diploma in Engineering or Technology.
• Industrial Safety	1 yr	BSc with Physics/Chemistry/Mathematics as main or ancillary subjects/any Degree/Diploma in Engineering or Technology
• Industrial Pollution and Control	1 yr	BSc with Chemistry/Physics/Botany/Zoology as main or ancillary subjects/ any Degree/Dip in Engg or Tech/ M B B.S/B Pharm/Degree in Nursing.
• Industrial Hygiene	1 yr	BSc/MBBS/BE/BE(Chem)/BTech BPharm/BSc Agri/Three years Diploma in Engg/Nursing/MBA with Physics, Chemistry and Botany at +2 level.
• Concrete Technology Hygiene	1 yr	Diploma in Civil Engg/BE Civil/BE Civil & Structural/AMIE Civil Engg of Concrete Structure.
• Construction Management	1 yr	Diploma Civil Engg/B E Civil/ BE Civil & Structural/AMIE Civil Engg
• Petroleum Refining Engg	1 yr	BSc Degree/Diploma or Degree holder in Chemical/Civil/Mechanical/Mining/ Polymer Engg/Bio-Technology
• Industrial Bio-Technology	1 yr	BSc Degree/BSc Agri/BVSc/Degree or Diploma Holders in Chemical/Civil/ Polymer Engg/B.Pharm/Bio-Technology/ Marine Biology
PG Diploma in Design and Construction of Concrete Structures	1 yr	BE Civil/BE Civil & Structural/AMIE Civil Engg

PG Diplomas Programmes

• Co-operative Management	1 yr	Bachelor's Degree in Arts/Science/Commerce/Agriculture/Engineering
• Petroleum Exploration	1 yr	All Science/Engg/Agri/Post Graduate degree
• Guidance and Counselling	1 yr	BA or MA Psychology or any other Degree with three years of experience in their respective career.
• Marine Environmental	1 yr	UG or PG Degree in Marine biology Pollution and Management Aquaculture/Zoology/Botany/Life Scs/Bio-Chemistry/Fishery Science/Earth Sc or degree in Environmental Engg
• Aquaculture Management	1 yr	UG or PG Degree in Marine biology Aquaculture/Zoology/Botany/Life scs/Bio-Chemistry/Fishery Science/Degree in Microbiological and Plant Biology
• Marine Microbiol Technology	1 yr	U G or P G Degree in Marine Biology Aquaculture/ Zoology/Botany/Life scs/Bio- chemistry/Fishery Science/Degree in Microbiological and Plant Biology
• Hospital Management	1 yr	Any U.G or P.G Degree
• Sociology of Health	1 yr	Any Degree holder's including professional Degree holders in Medicine/Engg/Law/Agriculture

Certificate Programmes

• Automobile Technology	1 yr	A Pass in SSLC
• Offset Machine Printing		
• Office Management		

MPhil Programmes

English, Eco, History, Political Sc, Public Admn, Population Studies, Sociology, Philosophy, Commerce, Business Administration, Library and Information Science, Tamil, Linguistics, Education, Physical Edu, Psychology	1 yr	50% of marks in aggregate in the relevant Post Graduate Examinations.
Mathematics/Statistics/Applied Geology/Physics/Chemistry/Bio-Chemistry/Botany/Zoology/Micro Biology/Marine Biology/Computer Science.	1 yr	55% of marks in aggregate in the relevant P.G Examinations.

Open University System

BA/BCom/BLit/BBA/BCA/BBA with Computer Application, BCom with Computer Application	3 yrs	Age 18 years on July 1 with no formal qualification. Admission through Entrance Test after undergoing the
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BMM, BSc Psychology, BSc Mathematics		preparatory (Orientation course)
MA (History, Sociology, Economics 2 yrs Public Administration, English, Tamil, Population Studies, Political Science)		Age 21 years on July 1 with no formal qualification Admission through Entrance Test
MCom (Co operative Management)		-do-
MCom (BIM)		-do-
Diploma in Saiva Siddhantha	1 yr	Age 18 years on July 1 with no formal qualification

Notification April/May

Last Date

June/July

Admission is open to persons all over the country, contact classes are however conducted at various Cities in Tamil Nadu and Mumbai, New Delhi, Pondicherry, Secunderabad, Tirupati and Kolkata.

Prospectus with application form can be obtained in person from the office of the Directorate or from **Study centres** as notified by the University from time to time on payment of Rs 60/- (Rs 250/- for MBA, MCA, MPhil) through bank draft in favour of the Director, DDE, Annamalai University and payable at Annamalai Nagar/Chidambaram/Chennai. Application form can be obtained by post only from the Directorate office by sending bank draft of Rs 80 (Rs 280 for MBA, MCA, MPhil) alongwith a self-addressed envelope of 25x 12 cm. Cheques/Postal Orders/Cash are not accepted. Completed application should reach the Directorate by the notified date

Spot Admission may be done at the study centres, if completed application with fee and original certificates are submitted during the specified time.

Admission to II & III year Degree courses (a) Students who have completed the first year UG/PG degree course in any recognised University will be admitted to the second year of the concerned UG/PG degree course offered through Distance Education. The candidate so admitted, shall take all the papers of correspondence course for the first year courses and also pay fees for the first and second year respectively at the time of admission. (b) Students who have completed the second year degree course in any recognised University will be admitted to the third year of the degree course through distance education. The candidate so admitted shall take all the papers of the degree course of the Directorate of Distance Education from the first year and pay the fees for the first, second & third year at the time of admission to the third year.

Foreign Students Admission is open to students in Gulf and other overseas countries. Separate application and prospectus can be obtained from the Director, Directorate of Distance Education, Annamalai University, Annamalai Nagar 608 002 or from HMH International Educational Consultants (Pvt) Ltd, No.1, Sophia Road # 30-24 Peace Centre, Singapore 239 924 on request alongwith a demand draft for US\$ 10 (Ten) payable at State Bank of India, Chidambaram.

Study Centres: Annamalai Nagar DDE Building, Annamalai University, Annamalai Nagar-608 002 **Bangalore-** 547/1, R.V.Road, (Near Vijaya College) Bangalore-560 004. **Calicut-**27/383/B-5, Sowbhagya Shopping Complex, II Floor Mavoor Road, Calicut-673 004. **Chandigarh-**Sco-74, Sector-46-C, Ist Floor, Chandigarh-160 047. **Chennai-Egmore-**19, Rukmani Lakshmipathy Road, Egmore, Chennai 600 008. **Chennai-Chrompet-**138, GST Road (Opp.to Vetri Theatre) Chrompet, Chennai-600 044. **Chennai-Ambattur-**27, North Park Street, Venkatapuram, Ambattur, Chennai-600 053. **Coimbatore-** 402, Ist Floor, Dr.Nanjappa Road, Coimbatore-641 018. **Dharmapuri-Kaveri Bhavan,** 5-A, Kandasamy Vathiyar Street, (Near L.I.C. Building) Dharmapuri-636 701 **Dindigul-**70/19-A, Vivekananda Nagar, Dindigul-624 001. **Ernakulam-Sachi Nivas,** 1st Floor, (Opp.Govind Apartment) Kalathiparambil Road Ernakulam South-682 016.

62 Annamalai

Erode-No 25/124, Thiru Nagar Colony, Erode-638 303 **Hosur**-No 69, Indira Nagar, Hosur-635 109 **Hyderabad**-1-8-544, Opp Pooja Collection, (Near Odeon Theatre), Main Road, Chikkatpally, Hyderabad-500 020 **Jaipur**-IETE Bhavan 'D' Block, Shopping Centre, Malviya Nagar, Jaipur-17 **Kancheepuram**- No.34-A, West Raja Street, Kancheepuram-631 502. **Karaikal**- Crescent Complex Building, No 185, Bharathiar Road, (Near LIC Building) Karaikal-609 602 **Karaikudi**-No 8, 9th Street, Subramaniapuram, Karaikudi-630 002 **Krishnagiri**-No 392, Bangalore Road, Krishnagiri- 635 001 **Kolkata**-19, Sardar Sankar Road, Behind Lake Market, Kolkata-700 029 **Lucknow**-A-202, Indira Nagar, Lucknow-226 016 **Madurai**-No.160 & 161, North Main Street, Madurai-625 001 **Mumbai**-B-1007, Station Plaza, 1st Floor, Bhandup West, Mumbai-400 078 **Nagercoil**-No 316-E, K P Road Nagercoil- 629 003 **Namakkal**-No 84, C-1, Sri Lakshmi Complex, (near Old Ramesh Theatre), Trichy Main Road, Namakkal-637 001 **New Delhi**-51-A, Institutional Area, Thuglagabad, (Near Batra Hospital) New Delhi-110 062. **Ooty**- KCR Arcade, No 87-B4, Walsham Road, Ooty-643 001 **Pondicherry**-5, 3rd Cross, Natesan Nagar, Pondicherry-605 005 **Pudukkottai**, No 5719, SVS Seethaimmal Complex, Sathiyamoorthy Road, Pudukkottai-622 001. **Salem**- No 15, Dr. Subbarayan Road, (Near Palace Theatre) Salem-636 001 **Tanjore**- Nalliah Complex, No 70, Srinivasam Pillai Road, Tanjore-613 001 **Theni**- DKS Valagam, (Opp.TNEB Sub-Station) Kambam Main Road, Palani Chetty Patti. Theni-625 531. **Thiruvananthapuram**- TC 26/1340, 1st Floor, Near Panavila Junction, Thampanoor Road, Thiruvananthapuram-695001. **Thiruvannamalai** -No 22-B, Sivarathiri Mada Street, Thiruvannamalai-606 601 **Thiruvavur**-SVT Building, 81, South Main Road, Thiruvavur-610 002 **Tirunelveli**- 49-C, 11, Bava Building, Kailasapuram North Street, (Opp.Palli Vasal), Tirunelveli-627 001. **Tirupathi**- No.164/B, 1st Floor, Prakasam Road, Tirupathi-517 501 **Trichy** 32-B, 7th Cross, Thillai Nagar, Trichy. **Tuticorin**-Karapettai Nadar Higher Secondary School Campus, No 329, South Cotton Road, Tuticorin-628001 **Vellore**- 4, Thyagarajapuram, (Near Lakshmi Theatre) Vellore-632001. **Vijayawada**- Flat No. 105, Vijaya Soudha Appartment, Patamala, Vijayawada-10. **Villupuram**- 2nd Floor Woodlands Hotel, No 27, Chennai-Trichy Main Road, Villupuram-605602 **Visakhapatnam**- No 47-9-18, Second Floor, Third Lane Dwarka Nagar, Visakhapatnam- 530016.

Facilities at Study Centres: Spot admission, Spot supply of study materials, library, audio and video Lecture cassettes, printed lessons, etc.

Academic Activities are through printed lessons, response sheets, personal contact programmes, audio Lecture cassettes, video lecture cassettes, etc Two response sheets in each paper are sent to the Candidates alongwith the lessons at different stages. The students are expected to return response Sheets for correction, comments, suggestions and evaluation within 20 days of its receipt Internal Assessment marks are awarded for courses like MBA, MLIS, BLIS, CLIS, foundation programmes and Dip.in Offset Printing Programmes.

Details of syllabus list of text books, scheme of lessons etc are furnished to the candidates alongwith the first lesson

Personal Contact Programme. PCP classes are arranged twice a year for a duration ranging from 4 days to 8 days in different centres Centres : Annamalai Nagar, Mumbai, Coimbatore, New Delhi, Chennai, Madurai, Bangalore, Thirunelveli, Salem, Secunderabad, Trichy, Karaikudi, Vellore and Kolkata Personal contact programme-cum-practicals are arranged at Annamalai Nagar for 30 days for M.Sc courses and 5 days for Automobile Tech course. Attendance in PCP classes for M.C.A, M.B.A ML, Management and Job Oriented Courses are compulsory.

Subjects of Study: BA Languages; Tamil/Hindi/French, English, other subjects English, Economics, History, Political Science, Population Studies, and Sociology, BAL, BGL 16/12 papers on different Topics of Law. (BAL/BGL degree holders are not eligible for enrolment as an Advocate) Diplomas In Law 3 papers of each diploma course. Diplomas in

Management 4 papers of each diploma course and 2 papers and practical in the case of Certificate in Automobile Technology

Medium of Instruction/Exam: B A(Eco) B Sc(Maths) MFM,MMM,M A (Eco,Sociology) M.Sc M L, BAL,BGL and diplomas – English, B Litt – Tamil, Foundation, B A (History, Sociology) BCom, M A (History), M.Com-English/Tamil

Academic Session starts in July

Fees Blind students are exempted from payment of tuition fees and exam fees.

Examinations are held twice a year-Annual exam in May and supplementary in December. Annual Examinations are held at various centres all over the country and supplementary and other regulation is sent to all the students alongwith application form

Examination Centres in Tamilnadu- Annamalaiagar, Ariyalur, Chennai, Chengalpattu, Coimbatore, Dharmapuri, Dindigul, Erode, Kallakurichi, Kanchipuram, Karaikudi, Karur, Madurai, Mettupalayam, Nagapattinam, Nagercoil, Namakkal, Perambalur, Pudukkottai, Ramanathapuram, Salem, Thanjavur, Theni, Thiruvallur, Thiruvannamalai, Thiruvavarur, Thiruchirappalli, Thirunelveli, Tiruppur, Tuticorin, Udumalpet, Vellore, Villupuram, Virudhunagar, Pondicherry

Other States Hyderabad (Andhra Pradesh), Bangalore, (Karnataka), Trichur (Kerala), Mumbai (Maharashtra), Kolkata (West Bengal), New Delhi, Tirupathi, (Andhra Pradesh), Thiruvananthapuram (Kerala), Kannur (Kerala), Chandigarh, Nilesishwar (Kerala), Hosur, Krishnagiri, Ooty, Karaikal (Pondicherry),Vijayawada (A P) Vishakapatnam (Andhra Pradesh), Calicut (Kerala), Ernakulam (Kerala), Lucknow (Uttar Pradesh), Jaipur (Rajasthan), Dhanbad (Jharkhand).

Students Enrolment: (2002-2003) 1,09,584 (Men 57,705, Women 51,879).

Faculty Strength Professors-26, Readers-27, Lecturers-238

Department of Computer Science and Engineering*

Annamalai University, Annamalaiagar 608002

ESTABLISHED 1989

PHONE 38774 (Chidambaram)

HEAD Prof B Palaniappan

FAX 04144-38080

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Diploma in Computer Programming & Applications (DCPA)	18 months	Graduates/Diploma in Engineering
Diploma in Systems Analysis and Data Processing (SADP)	12 months	Bachelor's degree/Diploma in Engineering with 1 yr experience

Notification May/June

Last Date July/August

Admission is open on All India basis.

Prospectus with application form can be obtained from the Head of the Department on payment of Rs 50 or as notified through demand draft in favour of Registrar, Annamalai University, Annamalaiagar 608002 alongwith a self addressed stamped (Rs 6) envelope.

Academic Activities include printed lessons which are mailed to students at regular intervals. Response sheets are sent alongwith the lessons. Students are required to return the completed response sheets within 30 days for evaluation and correction.

Contact Programmes 2 contact programmes of 10 days (DCPA) 4 days (SADP) each are conducted at the campus (Annamalaiagar). Extensive training using personal computer system is given. 75% attendance in contact programme is compulsory.

64 Annamalai

Subjects of Study DCPA Sybase and Power Builder; PC Software covering Foxpro, Lotus and Wordstar; 'C' and Unix, Programming Laboratory SADP Data Base Management System, Systems Analysis and Design, Data Processing Applications, *Elective*. Management Information System

Fees (*per annum*) DCPA Rs 3,450, SADP Rs 1,400 (or as notified).

Medium of Instruction/Examination English

Examination Theory examinations are held at various centres in the country (Andhra Pradesh, Karnataka, Kerala, Maharashtra, Tamilnadu and West Bengal) and New Delhi. Practical exam of Diploma in Computer Programming and Applications is conducted at Annamalaiagar immediately after completion of the second contact seminar

Students Enrolment 300

AWADHESH PRATAP SINGH UNIVERSITY

Distance Education Centre

Rewa 486 003

ESTABLISHED 1994

PHONE 230441

DIRECTOR Prof R N Shukla

FAX 07662-230819/242175

E-MAIL rns_apsu rediffmail.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA	3 yrs	10+2 or its equivalent
BJ (MC)	1 yr	Bachelor's degree
BLISc	1 yr	Bachelor's degree
PG Diplomas		
• Computer Sc & Application (PGDCA)	18 months	Bachelor's degree
• Environmental Impact Assessment (PGDEIA)	1 yr	BE/BSc/MBBS
• Pollution Management (PGDPM)	1 yr	BE/BSc/MBBS

Notification July

Last Date August/September

Admission is open to Indian nationals living in India/abroad.

Application Procedure Application form and Information Bulletin can be obtained from the university on payment of Rs 150 or as notified through bank draft drawn in favour of Director, Distance Education Centre, APSU, Rewa. Completed application should reach the Centre by the notified date.

Academic Activities include printed lessons/assignments, response sheets, lecture scripts and personal contact programmes. 80% attendance in personal contact programmes is compulsory.

Subjects of Study As per the syllabus approved by the Board of Studies.

Fees (*per annum*) BA Rs 1200; BLIS/BJ(MC)/PGDPM/PGDEIA Rs.6000; PGDCA Rs 9000.

Examination is held at the end of the course.

Medium of Instruction/Examination BA/BLIS/BJ(MC) -Hindi; PGDCA/PGDPM/PGDEIA -English

Academic Activities Reading materials are provided to students. PCP and Home assignments are integral part. Project reports are prepared in some courses.

Students Enrolment (2003-2004) 1683 (Men 1067 Women 616)

Proposed Courses MJMC; PG Diplomas Industrial Relations & Personnel Management (PGDIR&PM); Marketing Management (PGDMM).

BABASAHEB BHIMRAO AMBEDKAR BIHAR UNIVERSITY

Centre for Distance Education

Muzaffarpur 842 001

ESTABLISHED 1995

PHONE 0621-243071

DIRECTOR-IN-CHARGE Prof S N P Singh

FAX 0621-242495

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	12 yrs Hr Sec/10+2 <i>or</i> equivalent
BA/BCom (Hons)	3 yrs	12 yrs Hr Sec/10+2 <i>or</i> equivalent with 45% marks
MA	2 yrs	BA Hons with 45% marks
MCom	2 yrs	BCom Hons with 45% marks

Notification July

Last Date September

The Syllabi and courses of study are the same as prescribed for the regular courses of the University.

Admission is open to candidates residing in any part of the country; contact classes/programmes and examinations are however conducted at Muzaffarpur

Prospectus with application form can be obtained from the Centre on cash payment of Rs 35 or by sending a bank draft of Rs 50 in favour of Director, Centre for Distance Education, B R A Bihar University, Muzaffarpur. Completed application should reach the Centre by the notified date.

Academic Activities include prepared course materials for home/self study; course materials are prepared by competent teachers. The Centre has also initiated the process for developing self instructional materials, audio, video cassettes for its programmes.

Personal Contact Programmes can be organised at a place where concentration of students are high and where facilities for accommodation are available.

Study Centres are proposed at every district headquarters.

Subjects of Study (a) *Three Year Degree Course* (Degree I, II and III Hons and General) AIH&C, Bengali, Commerce, Economics, English, Hindi, History, Maithili, Maths, Persian, Philosophy, Political Science, Sanskrit, Sociology, Urdu. (b) *Post Graduate* Bengali, Commerce, Economics, English, Hindi, History, Maithili, Maths, Persian, Philosophy, Political Science, Sanskrit, Urdu.

Medium of Instruction & Exam English or Hindi.

Academic Session The session starts in July every year.

Library The Centre has well equipped library. The students can also consult books in the main University Library.

Fees TDC I, II & III (General) Rs 1385; TDC I, II & III (Hons) Rs 1435; MA/MSc/MCom Rs 2185. Fee is payable by Bank Draft in favour of Director, Centre for Distance Education, B R A Bihar University, Muzaffarpur.

Babasaheb Bhimrao Ambedkar Bihar 67

Examination is conducted at the end of session/semester at the same Centre at Muzaffarpur for regular students. The question papers remain the same, and the results of candidate are declared alongwith the result of candidates from other colleges and university departments.

Students Enrolment 1500 (Men 900, Women 600).

BANGALORE UNIVERSITY
Directorate of Correspondence Courses
& Distance Education
Central College Campus,
Bangalore 560 001

ESTABLISHED 1976 FAX 080-23219295 PHONE 2272787
DIRECTOR Prof M K Rajan E-MAIL vccc_vs@blr.vsnl.net.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom/BBM	3 yrs	Pre-University/10+2
MA (Economics, English, Hindi, History, Kannada, Philosophy, Political Science, Sanskrit, Sociology, Telugu, Urdu, French)	2 yrs	Bachelor's degree with 50% aggregate marks
MCom	2 yrs	BCom degree with 50% marks
MSc (Maths)	2 yrs	BSc with Maths and 50% aggregate marks
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Business Administration • Marketing Management • Personnel Management • Hindi Translation 	1 yr	Any degree with Hindi as 2nd language
Diplomas		
<ul style="list-style-type: none"> • Applied Nutrition & Dietetics 	1 yr	PUC or equivalent exam
Certificates		
<ul style="list-style-type: none"> • Kannada • Nutrition & Dietetics 	1 yr 1 yr	SSLC SSLC or equivalent exam
Open University Scheme		
BA/BCom	3 yrs	Age 18 yrs; no formal qualification
MA/MCom	2 yrs	Age 21 yrs, no formal qualification

Notification July/August **Last Date** October

Admission is open on all India basis, contact programme/exam is, however, conducted in the State.

Prospectus with application form can be obtained from the Directorate on payment of Rs 50/100/200 or as notified through bank draft in favour of the Finance Officer, Bangalore University. Completed application should reach the Directorate by the notified date.

Subjects of Study *BA* Economics, English, French, Hindi, History, Kannada, Malayalam, Philosophy, Political Science, Sociology, Tamil, Telugu

Open University Scheme BA/BCom/MA/MCom Candidates who are 18/21 yrs of age (as on 1st July with no formal qualification) are eligible to seek admission in BA/BCom and MA/MCom respectively SSLC certificate/municipal certificate is accepted as proof of age

Academic Activities include mailing of lessons, lectures, discussions etc

Personal Contact Programme is conducted in the State for 7-15 days

Commencement of Academic Session August

Fees BA(CC & OUS) Rs 1375-2575), BCom (CC & OUS) Rs 1405-2605, BBM Rs 7065, MA (CC & OUS) Rs 3215-4365, MSc (Maths) Rs 3265, MCom (CC & OUS) Rs 3265-4365, Diplomas Rs 3865, Certificates in Kannada Rs 725, Nutrition & Dietetics Rs 1465

Medium of Instruction/Exam English. Option to write answers in English/Kannada

Examination is held at the end of the academic year in April/May at Bangalore For the undergraduate courses supplementary examination is held in October/November Minimum pass percentage 35%.

Students Enrolment (2003-2004) 14688 (Men 7379 Women 7309)

BARKATULLAH VISHWAVIDYALAYA*

Institute of Open and Distance Education

Bhopal 462 026

ESTABLISHED 1975

PHONE 589627 290674

DIRECTOR Prof K K Rao

FAX 0755-581835

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	10+2/HSC
BBA	3 yrs	10+2/HSC
BCA	3 yrs	10+2/HSC
BJMC	1 yr	Bachelor's degree
BLISc	1 yr	Bachelor's degree
MLISc	1 yr	BLISc
PG Diplomas	1 yr	Bachelor's degree
• Business Management (PGDBM)		
• Financial & Tax Management (PGDFTM)		
• Marketing Management (PGDMM)		
• Personnel Management (PGDPM)		
• Tourism & Hotel Management (PGDTHM)		
PG Diploma in Computer Application (PGDCA)	1½ yrs	Bachelor's degree
PG Diploma in Social Work (PGDSW)	1 yr	Bachelor's degree with 3 yrs experience in Social organisation
Diploma in Lib & Inf Sc (DLISc)	1 yr	Hr Sec (10+2)
<i>Notification</i>	July	<i>Last Date</i> September

Admission is open to candidates from all over India. Contact classes and exams are however held at Bhopal.

A candidate who has appeared in the qualifying exam from a regular college may seek enrolment in the Institute of Open and Distance Education; such admission will however be regularised on their passing the qualifying exam.

Application Procedure Admission form and the information brochure can be obtained from the Institute in person on payment of Rs 150 (Rs 175 by post) through bank draft drawn in favour of the Director, Institute of Open and Distance Education, Barkatullah University, Bhopal payable at State Bank of India. Completed application should reach the Institute by the notified date.

Academic Activities include teaching material supplied in regular instalments, evaluation of response sheets, personal contact programmes etc.

Contact Classes are conducted at Bhopal during Dussehra/Diwali vacations and before annual exam. Students are required to attend 75% of the contact classes.

Commencement of Academic Session July.

Subjects/Courses of Study BA Foundation Courses, Arabic, English Literature, Hindi Literature, Economics, Geography, Psychology, Philosophy, Dance, Music, Drawing & Painting, Rural Banking, Agricultural Marketing, Social Work, Maths, Persian, History, Home Science, Linguistics, Marathi, Political Science, Sanskrit, Sociology, Urdu, Ancient Indian History, Culture & Arch. Syllabus and courses are the same as for regular students of the university

Medium of Instruction Hindi/English.

Fees Rs 4,000-5,500 per annum. BA/BCom Rs 3,000 per annum

Examination is held at Bhopal. Each candidate in the diploma course is subject to continuous assessment during the course and external written examination

General Candidates are required to submit migration/transfer certificate from the university from which they have passed the qualifying exam

Students Enrolment (1997-98) 284 (Men-172, Women-112)

BERHAMPUR UNIVERSITY

Distance Education Centre

Bhanja Bihar, Berhampur 760 007

ESTABLISHED 1987

PHONE 0680-2242191

DIRECTOR Prof Jagannath Panda

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom (General & Hons)	3 yrs	12 yrs Sr Sec/+2 or equivalent
BLIS	1 yr	Bachelor's degree
MA in Education	2 yrs	Bachelor's degree with Edn/BEd
MA/MCom	2 yrs	Bachelor's degree in concerned subject Pass or Hons

PG Diplomas

• Computer Science (PGDCS)	1 yr	Bachelor's degree with 40% aggregate marks
• Management (PGDM)	1 yr	Bachelor's degree
• Financial Management (PGDFM)	1 yr	Bachelor's degree
• Marketing Management (PGDMM)	1 yr	Bachelor's degree
• Banking & Finance (PGDBF)	1 yr	Bachelor's degree
• Rural Biotechnology (PGDRB)	1 yr	Bachelor's degree in Science, Biology & Life Science
• Biodiversity & Bioresource Management (PGDBBM)	1 yr	Bachelor's degree in Science, Biology & Life Science
• Mushroom Technology (PGDMT)	1 yr	Bachelor's degree in Science, Biology & Life Science
• Taxation (PGDT)	1 yr	Bachelor's degree
• Labour Law (PGDLL)	1 yr	Bachelor's degree
• Human Rights & Duties Education (PGDHR&DE)	1 yr	Bachelor's degree with 40% aggregate marks

Notification June/July

Last Date

October/November

Admission All India basis; however contact programme/examinations are conducted in the University Zone.

Application Procedure application form may be obtained from Distance Education Centre, Berhampur University, Berhampur 760007 on remittance of Bank Draft for Rs 150 (Rs 180, if required by post) drawn on the State Bank of India and in favour of Officer-in-charge, Distance Education Centre, Berhampur University. Completed applications should reach the university by the notified date.

Selection Procedure Purely on merit basis marks secured in Graduate level or last eligibility qualification

Commencement of Academic Session June - May.

Academic Activities include supply of self-instructional study materials, response sheets, personal contact programmes, computer facilities etc , imparting classroom teaching in a well planned method, applicable to students for better understanding Teaching in English only

Subjects of Study As per course syllabus of the University prescribed from time to time

Contact programmes *BA/BCom* Five contact programmes are conducted during the period of 3 years and 75% attendance is compulsory to become eligible for the exam *MA Edn* Attendance in one of the two contact programmes (of 2 weeks duration each) is compulsory Besides, the students have to deliver one criticism lesson, 5 practical lessons and supervise 5 lessons taken by the BEd students and prepare assessment report thereon *PGDCS* 15 days theory and one month practical programmes in each semester having two semesters *PGDM* one month contact programme is held in each semester having two semesters *Other PG Diploma Courses* - two weeks each contact programme is conducted twice in a year per course *BLIS* Two weeks contact programme twice with two weeks practical in a reputed library per batch.

Medium of Instruction/Examination English only

System of Examination Centre Question paper sets in English only Examination is conducted at our own campus of University. Campus Examination Centre is strictly prohibited

Fees BA/BCom Rs 3000; BLIS Rs 8000; MA (Edn) Rs 5000, MA/MCom Rs 4500; PGDCS Rs 10000, PGDM Rs 12500, PGDMM/PGDFM/PGDRB/PGDBBM/PGDMT/PGDBF/PGDIT/PGDLL/PGDHRDE Rs 6000

Examinations March/April for BA/BCom; December/May for Diploma Courses.

Students Enrolment (2003-2004) 1061 (Men 723 Women 338).

BHARATHIAR UNIVERSITY

School of Distance Education

Coimbatore 641 046

ESTABLISHED 1991

PHONES 2422222 2425222

DIRECTOR (I/c) Dr V Rengarajulu

FAX 0422-2423330

E-MAIL busde@md3 vsnl net in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Economics)	3 yrs	HSc passed or Polytechnic Diploma
BSc (Maths)	3 yrs	HSc passed with Maths or Polytechnic Diploma
BSc (Physics)	3 yrs	HSc passed with Phy or Polytechnic Diploma
BSc (Visual Communication/ Costume Design and Fashion/ Computer Sc)	3 yrs	HSc passed or Polytechnic Diploma
BCA/BCom/BBM	3 yrs	HSc passed or Polytechnic Diploma
MSc (Maths)	2 yrs	BSc Maths
MSc (Computer Sc)	2 yrs	BSc Computer Sc/Electronics/BCA/ Applied Sc- Computer Tech of Bharathiar Univ with second class or a qualification recognized as equivalent thereto by the Bharathiar Univ In case of the SC/ST candidates, a mere pass in the qualifying exam will be sufficient
MSc (Applied Psychology)	2 yrs	Any degree
MCom	2 yrs	Any graduate in BCom/BBM/BA (Econ/Corporate Secretaryship)/BSc (Stat/Computer Sc)
MCA	3 yrs	Bachelor's degree with Maths or Stats in +2 level or graduation
MBA	3 yrs	Bachelor's degree
MPhil (Computer Sc, Commerce, Management, Maths, Economics, Tamil, English, Psychology)	1 yr	Master's degree of Bharathiar Univ in the concerned or related discipline with 55% marks
PGDCA	1 yr	Bachelor's degree
PG Diploma in Bio Informatics	1 yr	Bachelor's degree in any one of the following disciplines: Biological Scs/Chemical Scs/Physical Scs/Maths/Stats/Vet Scs/Fishery Scs/Agril Scs/Medical & Pharmaceutical Scs/Food & Nutrition Scs/Food Chem/Computer Scs/Inf

Tech/BTech Biotech with 50% marks (a pass for candidates belonging to SC/ST) of any recognized Univ. The candidates with BSc in Maths and Stat qualification shall have studied Bio at +2 level

PG Diploma in Advanced Networking Systems 1 yr

BE (Computer Sc/Inf Tech/Elect & Commun/Elect & Electronics/BSc (Computer Sc/Electronics/Computer Tech/Inf Tech)/BCA

PG Diploma in Microbiol BioTech 1 yr

A first class BSc degree in Biology, Biochem, Bot, Microbiol, Zoology, Agri or BPharm or MBBS or BVSc of recognised Indian or Foreign Univ/ BSc Plant Sc, Plant Biotech, Animal Sc, Animal Biotech, Industrial Chem, BPharm, App Microbiol, Medical Microbiol, Human Genetics, Medical Genetics, Molecular Biology, Genetic Tech, Environmental Biotech, Bio-informatics and Genetic Engg.

Notification February/March

Last date March

Admission is open on All India basis. Admissions to MBA and MCA courses are based on entrance test to be held in November at Coimbatore, Chennai, Madurai, Kochi, Bangalore, Hyderabad, New Delhi (subject to sufficient number of students).

Prospectus Application form and prospectus can be obtained from the PCP centres/Off Campus Academic Study Centres/selected post offices in Tamilnadu & Pondicherry/office of the Director, School of Distance Education, Bharathiar University, Coimbatore on requisition enclosing a Crossed Demand Draft for Rs 50/- drawn in favour of the Director, School of Distance Education, Bharathiar University, Coimbatore payable at Coimbatore. Application can also be obtained by remitting Rs.50/- in the Bank of India, Bharathiar University Branch by challan. Candidates can also obtain application for by post on enclosing a demand draft for Rs.75/- and a self addressed envelope of size 30cmx24 cm. Application can also be downloaded from the University website www.b-u.ac.in and submitted with DD for Rs 75/- together with Demand Draft for Rs.100/- towards registration fee. For MBA & MCA Demand Draft Rs 350 (Rs.250 for entrance test and Rs.100 for Registration Fee) drawn in favour of the Director, School of Distance Education, Bharathiar University, Coimbatore should accompany the filled in application.

Academic Activities include mailing lessons, personal contact programmes, seminars, audio-visual aids etc

Personal Contact Programme Centres (SPOT ADMISSION CENTRES) is arranged for 10-20 days at Coimbatore, Chennai, Salem, Trichy, Kochi, Bangalore, Mysore, Hyderabad, Chittoor, Trivandrum, New Delhi, Madurai, Dindigul, Sattur, Thiruvannamalai, Cuddalore, Hosur, Tirupattur, Tirunelveli, Karur, Rajendrapuram, Perambalur, Namakkal, Kovilpatti, Erode. (subject to sufficient enrolment in each centre. Few more centres will be added subject to sufficient enrolment).

Off Campus Academic Study Centres Nagercoil, Kottayam, Thrissur, Irinjalakuda, Guntur, Goa, Ahmedabad, (subject to sufficient enrolment in each centre). Attendance in PCP is compulsory for all courses.

76 Bharathiar

System of Examinations *Semester* BA (Econ), BSc (Maths, Phy, Visual Communication, Costume Design and Fashion, Computer Sc), BCA, BCom, BBM, MSc (Maths, Computer Sc), MCom, MCA, MBA, PG Diploma in Bio-informatics, Microbial Bio Tech, *Annual* MSc (App Psy), PGDCA and PG Dip in Advanced Networking Systems

Medium of Instruction English/Tamil

Fees Tuition Fee (*per annum*) BA (Econ) Rs 1000; BSc (Maths), BCom, BBM Rs 2000, BSc (Phy/Visual Commn/Costume Design and Fashion/Computer Sc), BCA, PGDCA, PG Dip (Advanced Networking System/Bio Informatics/Microbial Bio-Tech) Rs 3000; MSc (Maths/App Psy), MCom Rs 2500, MPhil (Non Lab course) Rs 4000, MSc (Computer Sc), MBA, MCA, MPhil (Lab course) Rs 6000

Examinations Semester exams are conducted in May/June and in November/December every year

BHARATHIDASAN UNIVERSITY

Centre for Distance Education

Tiruchirappalli 620 023

ESTABLISHED 1992

FAX 0431-2407045

PHONES 2407092 2407071

DIRECTOR Dr A Ganapathi

E-MAIL office@bdu.ac.in

WEBSITE www.bdu.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Tamil, History, Economics, Cooperation)/BBA/BCom/BSc (Maths)/BSc (IT)	3 yrs	A Pass in HSC (10+2)/ (11+1) PUC
BCA	3 yrs	A Pass in HSC (10+2)/PUC (11+1) with Maths
MA (English)	2 yrs	Bachelor's degree with English as one of the components
MA (Tamil)	2 yrs	Bachelor's degree with Tamil as one of the components
MA (History/Philosophy)	2 yrs	Bachelor's degree
MA (Co-operation)	2 yrs	BA Co-operation/Econ/Corp Sec/ BCom
MA (Economics)	2 yrs	BA (Bank Mgt/Econ/Corp Sec/Co-operation/BBA/BCom/BSc (Maths/Stat)
MLISc	2 yrs	Bachelor's degree
MCom (Bank Mgt)	2 yrs	BCom/BCom Applied/BA Bank Mgt/Co-operation/Corp Sec/BBA/Any other degree wherein either Commerce or Accountancy is a subject of study
MCom (Financial Mgt)	2 yrs	BCom/BCom Applied/BA Bank Mgt/Co-operation/Corp Sec/BBA/Any other degree with Commerce or Accountancy as an allied subject
MCom	2 yrs	BCom/BBA/BA Bank Mgt/Corp Sec/Co-operation
MSc (Maths)	2 yrs	BSc (Maths)
MSc (Information Tech, Software Tech, E-Comm & its Appln)	2 yrs	Bachelor's degree (with Maths/Stats at +2 level)/as an allied subject/Major at the degree level) or BE/BTech degree (except Computer Sc Engg Branch)/AMIE
MCA	3 yrs	-do-
MCA (Lateral Entry) (Direct Admission - 2nd year)	2 yrs	Bachelor's degree with PGDCA

78 Bharathidasan

MBA	2 yrs	Bachelor's degree with minimum 50% marks. Selection is based on entrance test, qualifying exam, work experience if any
MPhil (Tamil, Eng, Maths, Botany, Zool, Bio-Tech, History, Economics, Commerce, Statistics, Chemistry, Physics, Computer Sc/Geography/ Sociology)	1 yr	Master's degree in the relevant subject with not less than 55% marks SC/ST candidates are exempted by 5% from the prescribed minimum marks
PG Diploma in Computer Application (PGDCA)	1 yr	Bachelor's degree

Notification June **Last Date** July/August

Admission is open to candidates all over India

Application Procedure Application form and prospectus can be obtained from the Centre on payment of Rs 100/150/200/250 for UG/PG/MCA, MSIT/MBA, MPhil respectively - through bank draft drawn in favour of the Centre for Distance Education, Bharathidasan University, payable at Tiruchirappalli. The forms can also be obtained from the notified Banks. Completed application should reach the Centre by the notified date.

Spot Admission facilities available at Centre for Distance Education for all courses except MBA.

Personal Contact Programme Centres Tiruchirappalli; Thanjavur; Puttukkottai; Karur; Chennai; Coimbatore; Salem; Madurai; Neyveli; Tirunelveli; Bangalore, Hyderabad, Cochin, Vijayawada. (The University reserves the right not to conduct any Course/Medium at any PCP Centre when circumstance so warrants, due to non-viability of the students strength).

Medium of Instruction BA (History, Economics, Tamil, Co-operation), MA (Tamil) - Tamil; BBA/BCom/BSc (Maths)/MA History - English/Tamil; MA (Co-operation, Economics, English, Philosophy), BSc (IT), MSc (Maths, Information Tech, Software Tech, E-Comm & its appln)/BCA/MBA/MCom/MCom (Bank Mgt, Financial Mgt)/MCA/MLISc/PGDCA - English.

Subjects of Study BA (Co-operation, Economics, History, Tamil).

Fees Tuition Fee (*per annum*) PG Courses Rs 3,204; UG Courses Rs 2,405; PGDCA Rs.7,070; MPhil Rs.17,505 (Sc) Rs 11,505 (Arts) MCA Rs 12,300 per semester; MBA Rs.13,005 per semester; MSIT Rs.14,310 per semester.

Examinations are conducted in April/May for non-semester courses and in November/December and April/May for semester courses

System of Examination *Annual* MA (Tamil, English, History, Econ)/MCom/MSc (Maths)/BCA/BA (Tamil, History, Economics, Co-operation)/BBA/BCom/BSc (Maths). *Semester* MCA/MSc (Information Tech, Software Tech, E-Commerce & its Appln)/MBA/MLISc/MCom (Bank Mgt, Financial Mgt)/BSc(IT)/MA(Co-operation, Philosophy).

Students Enrolment (2003-2004) 5924 (Male 2665, Female 3259).

BHARATI VIDYAPEETH

Directorate of Distance Education

Lal Bahadur Shastri Marg, Pune 411 030

ESTABLISHED 2003

FAX 020-24339121

PHONE 24329675

DIRECTOR Dr S V Kadvekar

E-MAIL bharati@vsnl.com

WEBSITE www.bharativedyapeeth.edu

<i>Courses</i>	<i>Duration</i>	<i>Elgibility</i>
BA/BCom	3 yrs	HSC
BBA	3 yrs	HSC
BCA	3 yrs	HSC
BLib & ISc	1 yr	Bachelor's degree
PG Diplomas	1 yr	Bachelor's degree
• Law (PGDL)		
• Management (PGDM)	1 yr	Bachelor's degree

Admission every year in June/July, December/January

Fees (*per annum*) BA Rs 1000, BCom Rs 1500; BBA/BLiSc Rs 5000, BCA Rs 6000; Dip in Law Rs 2000; Dip in Mgt Rs 4000.

Medium of Instruction/Examination English/Marathi

Students Enrolment 120 (Men 110 Women 10).

BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE

Distance Learning Programmes Division

Pilani 333 031

ESTABLISHED 1964

FAX 01596-244183 PHONES 242192, 242210

DEAN Prof B R Natarajan

E-MAIL brnt@bits-pilani.ac.in

WEBSITE www.bits-pilani.ac.in

*Programmes (Off Campus
Distance learning Collaborative
programmes)*

*Duration
(Semester)*

Eligibility

First Level Diploma Programme

- | | | |
|---|----------|--|
| <ul style="list-style-type: none"> • Nautical Sciences | <p>3</p> | <p>Pass in 10+2 or its equivalent with Maths, Phy and Chem followed by 3-4 Months Pre-Sea Training at an institution recognized by DG Shipping and employed by a shipping company.</p> |
|---|----------|--|

Integrated First Degree Programmes

B.S.

- | | | |
|--|----------|---|
| <ul style="list-style-type: none"> • Engineering & Industrial Technology | <p>6</p> | <p>Sponsored employees of Bharat Dynamics Limited, Hyderabad with Tech Dip/B.Sc. or its equivalent.</p> |
| <ul style="list-style-type: none"> • Engineering Technology
(Distance Learning) | <p>6</p> | <p>Employed persons in Engg Industries with about 2 yrs work experience and a Tech Dip/BSc or its equivalent with adequate background in Maths. Employer consent with suitable mentor availability will be additional requirements.</p> |
| <ul style="list-style-type: none"> • Industrial Engineering & Technology | <p>6</p> | <p>Sponsored employees of Ashok Leyland, Chennai and Hosur with Tech Dip/BSc or its equivalent.</p> |
| <ul style="list-style-type: none"> • Information Systems
(Distance Learning) | <p>6</p> | <p>Employed persons in Inf Tech industry with about 2 yrs work experience and a Tech Dip/BSc or its equivalent with adequate background in Maths. Employer consent with suitable mentor availability will be additional requirements.</p> |
| <ul style="list-style-type: none"> • Marine Engineering | <p>8</p> | <p>10+2 or its equivalent with Phy, Chem and Maths along with adequate proficiency in English. Short-listed candidates will be required to take an entrance exam and interview at their own expense. This programme</p> |

		is conducted in collaboration with TMI, Indurı and RLINS, Madurai
• Ophthalmic Assistant	8	10+2 or its equivalent with Phy, Chem & Maths/Bio along with adequate proficiency in English Short-listed candidates will be required to take an entrance exam and interview at their own expense This programme is conducted in collaboration with Sankara Nethralaya, Chennai
• Optometry	8	10+2 or its equivalent with Phy Chem & Maths/Bio along with adequate proficiency in English Short-listed candidates will be required to take an entrance exam and interview at their own expense This programme is conducted in collaboration with Sankara Nethralaya, Chennai and LVPEI, Hyderabad
• Physician Assistant	8	10+2 or its equivalent with Phy, Chem & Maths/Bio along with adequate proficiency in English Short-listed candidates will be required to take an entrance exam and interview at their own expense This programme is conducted in collaboration with ICVD, Chennai
• Power Engineering	6	Sponsored employees of NTPC with Technical Diploma or its equivalent
• Process Engineering	6	Sponsored employees of Grasim, Nagda and other collaborating organizations with Technical Diploma/ B Sc or its equivalent.
M.Sc. (Tech.)		
• Pharmaceutical Chemistry	6	Sponsored employees of Dr Reddy's Laboratories, Hyderabad with B.Sc. In Experimental Sciences.
Higher Degree Programmes		
M.E.(Collaborative)		
• Project Engineering	4	Sponsored Employees of DCPL, Kolkata with Integrated First Degree of BITS in Engineering or its equivalent.
M.S.		
• Consciousness Studies	4	Integrated First Degree of BITS or its equivalent. This programme is conducted in collaboration with BVI, Mumbai.
• Consultancy Management	4	Employed professionals working in consulting and business organizations, with an Integrated first degree of BITS

82 B I T S

		or its equivalent. This programme is conducted in collaboration with CDC, New Delhi
• E-Business	4	Sponsored employees of Cognizant Technology Solutions India Ltd. (CTS), with an Integrated First Degree of BITS or its equivalent
• Engineering Management	4	Sponsored employees of Ashok Leyland, Chennai and Hosur with an Integrated First Degree of BITS or its equivalent
• Industrial Production & Management	4	Sponsored employees of Grasim, Nagda with an Integrated First Degree of BITS or its equivalent
• Management Systems	4	Employed professionals with an Integrated First Degree of BITS or its equivalent
• Manufacturing Management (Distance Learning)	4	Employed professionals in manufacturing industries with an Integrated First Degree of BITS or its equivalent with adequate background in Mathematics. Employer consent with suitable mentor availability will be additional requirements
• Medical Laboratory Technology	6	BSc in Experimental Scs with adequate exposure to Biol and Chem This programme is conducted in collaboration with Sankara Nethralaya, Chennai
• Microelectronics	4	Sponsored employees of Texas Instruments and other collaborating organizations in Bangalore (with adequate work experience in Microelectronics area) with a First Degree of BITS or its equivalent
• Microelectronics	8	Sponsored employees of Texas Instruments and other collaborating organizations in Bangalore (with adequate work experience in Microelectronics area) with a Tech Dip in Engg or its equivalent
• Pharmaceutical Operations & Management	4	Sponsored employees of Dr Reddy's Laboratories, Hyderabad with Integrated first degree of BITS in Pharmacy or its equivalent.
• Quality Management	4	Employed professionals working in quality and related services, with an Integrated First Degree of BITS or its equivalent This programme is

		conducted in collaboration with IIQM, Jaipur
• Software Engineering	4	Sponsored employees of HCL Technologies, Chennai, IBM India Ltd, Bangalore, Patni Computer Systems Limited, Mumbai, Satyam Computer Services Ltd , Hyderabad, MBT, Pune CTS, Chennai with Integrated First Degree of BITS or its equivalent
• Software Engineering	8	Sponsored employees of Cognizant Technology Solutions, Chennai, Wipro Technologies, Bangalore, MBT, Pune and Patni Computer Systems Ltd, Mumbai (with adequate work experience) with a B.Sc. Degree or its equivalent with adequate preparation in Mathematics & Physics
• Software Systems (Distance Learning)	4	Employed professionals in Inf Tech industries with an Integrated First Degree of BITS or its equivalent with adequate background in Maths. Employer consent with suitable mentor availability will be additional requirements
• Telecommunications & Software Engineering	4	Sponsored employees of Wipro Technologies, Bangalore Satyam Computers, Bangalore and MBT, Pune (with adequate work experience in Telecommunications area) with Integrated First Degree of BITS or its equivalent.

M.Phil.

• Hospital and Health Systems Management	3	Employed professionals in the healthcare industry, having an MBBS degree or any Integrated First Degree of BITS or its equivalent, with at least one year post-qualification work experience and sponsored by their employers This programme is conducted in collaboration with CMCH, Vellore; Bombay Hospital, Mumbai and Tulane University Medical Centre, New Orleans, USA.
• Optometry	4	B.S. Optometry of BITS or its equivalent. This programme is conducted in collaboration with Sankara Nethralaya, Chennai
• Physician Assistant	4	B S. Physician Assistant of BITS or its equivalent This programme is conducted in collaboration with ICVD, Chennai

Off-Campus PhD

The programme enables experienced personnel and professionals in various disciplines to work for a PhD Degree of the Institute in their respective work environment

These Programmes

- are targeted to meet the needs of continuing education of employed professionals,
- are based on S&T approach and operate disciplines that are unusual and S&T oriented,
- are designed for the purposeful acquisition of scientific methods, modern skills and involvement in open ended-experiments, and
- allow the employed professionals to pursue a meaningful and relevant university degree with minimum dislocation

Participation in the Collaborative Venture

The Institute looks for the viable number (around 50) of candidates sponsored by an organization or a group of organizations in any centre for a degree programme Any organization interested in having a dialogue with the Institute for offering any collaborative and innovative programme directed towards the human resource development needs of their industry may write to the Institute. The Institute has an open mind to offer any of the existing programmes or devise any other new programme for their benefit

Application Procedure

Application for admission may be made on the prescribed form Separate applications are prescribed for M Phil /M.S /B.S etc Application form and Bulletin can be obtained from the Dean, Distance Learning Programmes Division, BITS, Pilani – 333031, Rajasthan, Indian, against a request on plain paper giving name and code of the programme for which application is requested, candidate's name, e-mail address, complete postal address with pin code, the required dispatch mode and demand draft details accompanied by requisite fee in the form of a crossed demand draft drawn in favour of Birla Institute of Technology & Science (BITS), Pilani payable at State Bank of Bikaner & Jaipur, Pilani (Code: 1398) or UCO Bank, Vidya Vihar, Pilani (Code: 0150) for Rs 500/-, (Registered Parcel Post) or Rs 600/- (Registered Letter / Speed Post wherever Speed Post is available) or US \$25/- or its equivalent (for sending to foreign countries by Airmail).

The advertisements for the various distance learning programmes are normally release in the first week of May and First week of October every year

Admission Modality

I.The Institute is one of the very few universities in India, which has ventured into off-campus distance learning and collaborative programmes in science and technology areas In order to maintain the standard as well as rigour required in this area, the Institute could cater only to those inputs, which have the facilities and environment for such a learning process. So the Institute treats these degree programmes as continuing education programmes for employed professionals Hence admissions are given normally to candidates who are already employed and whose organizations sponsor them in their academic pursuit subject to the candidates having the required academic qualifications. The Institute looks for candidates who have the necessary computer, laboratory and other physical facilities including access to Email and Internet as well as certain intellectual input in terms of guidance by superior / co-officer / professional expert preferably from the workplace of the candidate who will be termed as Mentor, while the candidate is in pursuit of studies In the case of B S. Optometry, B S Physician Assistant, B.S. Ophthalmic Assistant, M.S. Medical Laboratory Technology, M Phil. Optometry and M Phil. Physician Assistant admissions are done also for open candidates. Even in these cases the admitted students will be involved in

the work of the collaborative organization almost like an employee and there will be a great emphasis on work experience and in-service training along with the academic pursuit

II These degree programmes are work-integrated learning programmes. Hence, for students to get admission to these programmes, they must be engaged in work in the relevant professional areas. The final offer of admission for BS Engineering Technology /Information Systems, MS Software Systems / Manufacturing Management / Quality Management, MPhil Hospital & Health Systems Management programmes, would be based on candidate's educational background, academic achievements, work profile, relevant work experience, profile of the employing organization and Mentor's profile

III If the number of applications for a particular programme is less than a critical number, that programme may not be offered in that semester

IV For some of the off-campus collaborative programmes like B S Marine Engineering, B S Optometry, B S Ophthalmic Assistant and B S Physician Assistant, M S Management Systems, M S Medical Laboratory Technology and M S Consultancy Management, M.Phil Optometry and M Phil Physician Assistant, a specially designed test and interview may be administered to the candidates for admission. The candidates would be required to attend these tests/interviews at their own expense

V. Certain off-campus collaborative programmes require the students to be present at the off-campus Centre in which they are conducted. For example, the B S Optometry, Ophthalmic Assistant, Physician Assistant and M S programmes in Management Systems and Medical Laboratory Technology, M Phil Optometry and Physician Assistant are conducted at the off-campus centres in Chennai. M.S. Consultancy Management is conducted at the Off-campus center in New Delhi. B S Marine Engineering is conducted at the Off-campus center in Induri and Madurai

VI. Once the candidate accepts the admission offer and confirms registration, any request for deferment of admission to a subsequent semester cannot be entertained. The candidate can only withdraw from the registered semester

Educational Process

The education in the off-campus distance learning and collaborative programmes are characterized by person-centered approach where the rigour and standard are maintained on par with Institute's system of education on-campus. These programmes judiciously combine the flexibility and ingenuity of the off-campus educational system with the regular features of the on campus education system. Also, the learning and evaluation process draws upon the successful and established methodologies followed by the Institute.

The work learning environment of a student under the Off-campus Distance Learning and Collaborative programmes consist of two broad-based facets:

1. Academic Environment created by Pilani-based and off-campus centre based Instructors who are BITS faculty drawn from different disciplines,
2. Student's own Work Environment from which assignments, projects, seminars etc., may emerge to integrate theory and practice. A (locally-based) Mentor imparts structured guidance and conducts certain evaluation components (see Role of Mentor' below),

Central to the educational philosophy of the Institute being the dialectical link between theory and practice, the student's own work environment provides an ideal ground where theory could be meaningfully combined with practice through Assignments, Case Studies, Laboratory-Oriented Projects, Work Experience, Inservice Training, Internship, Thesis-Seminar, Project Work and Dissertation. These evaluation components and courses search for evidence of self-study, time planning, conceptual understanding and application of the concepts in a real-life situation, self-reliant articulation, enthusiasm for, awareness of and participation in new pedagogy. One of the distinctive features of this system is the complete formalization of pursuit of education at the work-learning environment. An

organization creates a work learning environment by providing academic sponsorship for the candidates as well as infrastructural facilities such as place for conducting formal classes / mentor interactions / examination apart from library, computer and laboratory access. The work learning environment form a strict requirement in order to infuse a strong component of teacher-student contact through course instructors as well as Mentor (a senior officer of the student's own organization). Thus work-learning environment is a very important component of the person-centered learning process. There is in the design, a clear arrangement of periodic personal discussion in the work-learning environment with the students so that their progress is directly monitored by planned interaction. Further, the students at the work-learning environment receive help from mentors. Throughout the student's learning process, which is conducted in his own work place, through systematic self-study, and self-learning process, the student remains continually in contact with the course instructors for any clarifications. Thus the operation is an imaginative combination of the contact hours and tutoring of the on-campus system with the student-centered self-study feature of the off-campus system and an organizational and pedagogic commitment of the collaborating organizations. The student is at once, a full-time student as well as full-time employee.

Work-Learning

For each course offered by the Institute, there would be an Instructor, who is a BITS faculty, drawn from the relevant discipline. He is charged with the responsibility of the conduct of that course. This will be in terms of preparing question papers, evaluation of answer papers and answering student's queries. He will also prepare instruction manuals, question bank, supplementary notes, etc. wherever required in order to strengthen the course.

For each course, there will be a handout, which will spell out the plan of study and evaluation scheme, apart from other details. The evaluation schedule is also announced in the beginning of the semester itself. All details pertaining to the operation of the course including study plan are shared with the students through this document.

The Role of a Mentor

A Mentor is a senior officer of the student-employee who has been nominated by his employing organization or is a person in a senior position willing to undertake and discharge the academic responsibilities on his own volition. It is expected of the Mentor to possess adequate qualifications to guide the student and the Mentor has to be approved by the Distance Learning Programmes Division before admission is finalized. Typically for the B.S. programmes mentor is expected to have minimum educational qualification of the level of Integrated First Degree of BITS or its equivalent such as B.E./BITS B.S./B.Tech./M.Sc./A.M.I.E. etc. and for the M.S./M.Phil. programmes of the level of Higher Degree of BITS or its equivalent such as M.E./M.S./M.Tech./M.Phil./M.D. etc.

The Mentors would assist the course instructors in terms of the following.

- a) Achieving the set of academic objectives specified by the instructors;
- b) Verifying if a student is indeed adhering to the plan of study given in the handout;
- c) Monitoring involvement of the student in self-study, time planning, understanding of concepts and their use, developing self-reliant articulation, awareness of and enthusiasm for new pedagogy, responsibility to meet deadlines, develops familiarity with the library, etc.
- d) Conducting certain evaluation components like Seminar, Assignment, Project, Case Study, etc.

Additional features include

- a) Course Materials (Printed notes and standard textbooks) developed/identified especially for the distance learning situation

b) It is the responsibility of each student to acquire textbooks and other reference materials recommended for each course

c) Curricula designed on S&T approach for modernizing the workbench by purposeful acquisition of scientific methods and modern skills

d) Residential Terms for intensive contact classes (where required) conducted at BITS, Pilani or at its off-campus centres or at the collaborating organizations. The requirements of these Terms would include Gap Lectures, Field, Library and Laboratory work, Projects, Tutorials; Informal discussions, Seminars, Social activities

e) Evaluation Methodology

Evaluation for a given course is internal and continuous and has the following features:

- Assignments, Projects, Case-studies, spread over a semester for making the course relevant and meaningful to the work learning environment of the students,
- Written examinations - one at the mid-semester point and another comprehensive exam at the end of semester. These examinations are conducted at specified off-campus centres of BITS in a centralized manner under the supervision of BITS faculty
- For BS Engineering Technology, BS Information Systems, MS Software Systems, MS Manufacturing Management, MS Quality Management, MPhil Hospital & Health Systems Management; the Institute presently has examination centre arrangements at Bangalore, Chennai, Delhi, Goa, Hosur, Hyderabad, Kolkata, Mumbai, Nagda, Pilani in India and Dubai in UAE
- Strict adherence to the evaluation schedule as announced through the course handout at the start of the semester.
- The Institute follows continuous system of internal evaluation and letter grades A, B, C, D, E carrying grade points 10, 8, 6, 4, 2 respectively are awarded for all courses other than Dissertation / Thesis-Seminar / Project Work for which only non-letter grades namely EXCELLENT, GOOD, FAIR, POOR are awarded. If a student does not offer adequate opportunity for evaluation in a course, reports such as RRA (Require to Register Again) may be awarded
- The final grading in a course is done by tabulating in descending order (equivalently histogram) the total marks of all students in a particular course. The performance of the course will be analysed in terms of average, highest and lowest marks and dividing lines between various clusters. Gaps between clusters and the nature of clusters will guide drawing the dividing lines between various grades. In a normal class of large size, the C-band will usually include the average mark. This is not a hard and fast rule and exceptions may arise in cases of small classes or a skewed histogram etc
- The Cumulative Grade Point Average (CGPA) on a 10 Scale basis is used to describe the overall performance of a student in all courses for which LETTER GRADES are awarded

$$CGPA = \frac{U_1 G_1 + U_2 G_2 + U_3 G_3 + \dots + U_n G_n}{U_1 + U_2 + U_3 + \dots + U_n}$$

Where $U_1, U_2, U_3, \dots, U_n$ denote units associated with the courses taken by the student and $G_1, G_2, G_3, \dots, G_n$ denote grade points of the letter grades awarded in the respective courses. Non-Letter grades do not go into computation of CGPA.

- In the case of Integrated First Degree programmes the final division for the degree is decided on the basis of CGPA and there are three classifications, namely Distinction (CGPA 9.00 or more), First Division (CGPA 7.00 or more but less than 9.00) and Second Division (CGPA 4.50 or more but less than 7.00). However, no division will be awarded in diploma, higher degrees and Ph.D. programmes.
- Subject to fulfilling the Academic Regulations of the Institute, the student will be issued at the end of each semester a grade sheet and at the end of the programme a Transcript and Provisional Certificate followed by the Final Degree Certificate. The grade sheet / transcript – provisional certificate will be withheld when a student has not paid his dues or when there is a pending case of breach of discipline or a case of unfair means against him.
- The minimum academic requirements for the M.S. programme stipulate that a student obtains a CGPA of 5.50 and no E grade in any course. Similarly for the B.S. programmes, student should obtain a CGPA of 4.50 and no E grade in any course. Students who fail to meet the minimum academic requirements are placed under the purview of Academic Monitoring Board (AMB), which monitors their progress, and gives guidance so that they are properly rehabilitated at the earliest.
- The Institute's Academic Regulations must be consulted for additional details.

Some Stipulations

- a) While the students who are admitted to on-campus degree programmes may be permitted to transfer to off-campus degree programmes, the reverse is normally not possible since the admission modalities for the two degrees are not the same. However, all off-campus degrees are equivalent to the corresponding degree of on-campus and for admissions to the Institute for any higher degree programmes the off-campus degrees will not be distinguished from on-campus degrees.
- b) In any examination, as far as possible, the direct interactive process of the evaluation would be made at a place nearest the working place of the candidates. Wherever there is not adequate number of candidates, the Institute will be free to demand that all candidates come to Campus or other Off-Campus centers for this purpose.
- c) A student who is admitted to the Institute because of sponsorship from an organization will cease to be a student if he discontinues employment from the organization. However, his case will be entertained without prejudice if the new organization in which he is employed agrees to sponsor him for the degree. However, if the person becomes unemployed he may not be continued because of the requirement of work integrated learning environment for the degree, which may no longer be available to the student.
- c) Any student admitted to a programme may be allowed to transfer to another programme provided he is eligible for the same and is supported by his work environment and sponsorship of his employer.
- e) Since every student admitted to off-campus degree programme is treated as a full-time student and a full time employee, it is essential that such a student be not enrolled for any degree or diploma programme, part-time or otherwise, in any other university. If it is found that a student is admitted/registered in some other university for degree programme, then his admission / registration will be cancelled.

Duration This may vary from programme to programme depending upon the input qualification, experience requirements, nature as well as the need of the collaborating organizations including the viability and feasibility of course offerings.

Off-Campus Ph.D.

This programme enables experienced personnel and professionals in various disciplines to work for a Ph.D. degree of the Institute in their respective work environment. This makes it

possible for practicing professionals to be offered the same challenges that are traditionally offered to teachers in universities. Candidates, sponsored by their organizations, work for the Ph D degree without any dislocation from their work environment on research problems relevant to their organizations.

Admission to this programme is done through what is known as Ph D Aspirants Scheme and is operated by Research and Consultancy Division of the Institute, which operates both the on-campus and off-campus Ph D , programmes. While admission to on-campus programmes may be made in two stages, first as a provisional candidate and later on as a regular candidate after the candidate passes the Ph D qualifying examination, in the Ph D Aspirants Scheme, students will be first asked to write the qualifying examination.

The Ph D qualifying examination will always be based on the courses of one of the higher degree programmes of the institute. Whenever a Ph D Aspirant already possess a degree equivalent to a higher degree of the institute, the qualifying examination for him will be based on such a degree. The institute recognizes that there may be professionals who might not possess a degree equivalent to a higher degree of the institute, but has gained knowledge and skills through experience (substantiated by documentary evidence), which could be treated as equivalent to one of the higher degrees of the institute. For convenience of operation, for these cases, the institute has devised a higher degree programme called M.Phil (Applied) with courses that could be used for designing the qualifying examination for such candidates.

Fees Structure (for all programmes) Admission Fees Rs. 10,000/- Each Semester Fees Rs. 12,000/-

A candidate who has been offered admission will have to pay Rs. 22,000/- (Admission fees, Semester fees for the Starting Semester of the programme) immediately on receiving the Admit Letter. Any candidate who desires to discontinue from the programme after confirmation of admission & registration for the courses specified in the admit offer letter will forfeit the total amount of fees paid. Certain fully residential programme like B.S. Marine Engineering where hostel and other facilities are provided, there will be additional fees prescribed which will be communicated at the time of admission. For Distance Learning and Collaborative students who opt for writing examinations at Dubai, there will be additional exam centre fees, which will be communicated at the time of admission.

Medium of Instruction English

Students Enrolment (2003-2004) 8030 (Men 7195 Women 835)

BUNDELKHAND UNIVERSITY

Campus for Open Learning

East End, Near Medical College
Jhansi 284128

ESTABLISHED 2001

PHONE 2321655

DIRECTOR Prof S R Agarwal

FAX 0517-2320761

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	10+2 in any discipline
MCom/MA Economics, English, Hindi, Political Sc, Sociology)	2 yrs	Bachelor's degree (10+2+3)
BLib Sc	1 yr	Bachelor's degree (10+2+3)
MLib	1 yr	Bachelor's degree in Library Sc after graduation (10+2+3)
MCA	3 yrs	Bachelor's degree (10+2+3)
MIBM/MBFM/MFCA/MTM	2 yrs	Bachelor's degree (10+2+3)
LLM	2 yrs	LLB 3 yrs after 10+2+3/BA-LLB 5 yrs after 10+2
BPT	4 1/2 yrs	10+2 in any discipline
BRIT/BMLT	3 1/2 yrs	10+2 in any discipline
DPT/DRIT/DMLT	2 yrs	10+2 in any discipline
PGDHHM	1 yr	MBBS/Bachelor's degree with Bio
PG Diplomas	1 yr	Bachelor's degree (10+2+3)
<ul style="list-style-type: none"> • Finance Mgt (PGDFM) • Human Resource Mgt (PGDHRM) • Intl Bus Orgn (PGDIBO) • Marketing Mgt (PGDMM) • Nutrition Food & Child Welfare (PGDNFCW) • Op Research (PGDOR) • Rural Dev (PGDRD) • Social Work (PGDSW) • Tourism Mgt (PGDTM) 		

Notification June/July*Last Date* August/September

Admission is open to Indian citizens residing in India and abroad. Contact programmes and exams are conducted in selected centres, throughout the country.

Prospectus with application form can be obtained from the Campus/Study Centre on payment of Rs.250/- or as notified through challan/demand draft in favour of Finance Officer, Bundelkhand University. Completed application should reach the Director, BUCOL by the notified date.

Academic Activities include despatch of printed lessons, contact programmes etc. The study materials are prepared and supplied as per course syllabus. The lessons are supplied in English/Hindi.

Contact Classes are arranged by the BUCOL in selected centres on Saturdays, Sundays and Holidays.

Practical Training/Classes practical training for Paramedical students, BL1b, ML1b, Computer courses are held at different Study Centres. Attendance in practical classes is compulsory.

Subject of Study BA foundation course English/Hindi, English, Economics, Hindi, History, Political Sc, Sociology, Public Administration, Maths. Lessons are supplied either in Hindi or English.

Fees as per University norms.

Examinations are held in various cities of the country. Dates are intimated by the University. Centre of Examination once selected is final and the request for change is not entertained at any stage.

Reappearance A candidate is permitted to reappear for 50% paper as back paper either during the course or within specified period of the first appearance.

Students enrolment (2003-2004) 1468 (Male 881 Female 587)

Faculty Strength Guest faculty drawn from University Department and affiliated colleges within and outside the university to engage contact classes.

The BUCOL is on the Grant-in-Aid list of the Distance Education Council (DEC) and the University Grants Commission (UGC).

UNIVERSITY OF BURDWAN
Directorate of Correspondence Courses
Rajbati, Burdwan 713 104

ESTABLISHED 1994

PHONES 2533913-14 2533917

DIRECTOR Dr B Ghosh

FAX 0342-2532062

E-MAIL dirccbu@vsnl.net

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Bengali, English, History, Philosophy, Political Science, Sanskrit (Proposed))	2 yrs	Hons Graduates <i>or</i> Pass Graduates under 10+2+3 with 50% marks in the relevant subject
MCom	2 yrs	BCom (Hons) <i>or</i> BCom (Pass) under 10+2+3 with 50% marks in aggregate
BA Fashion & Apparel Design	3 yrs	Any HS (10+2) passed candidate in any stream from any recognised Board <i>or</i> Council with 45% marks in aggregate
BA Interior Design	3 yrs	-do-
BSc Bioinformatics	3 yrs	Any HS (10+2) passed candidate in Sc stream with Maths/Stat and Bio as Combination subjects from any recognised Board <i>or</i> Council with 45% Marks in aggregate
BSc Environmental Sc	3 yrs	Any HS (10+2) passed candidate in Sc stream with Chem and Bio as combination subjects from any recognised Board <i>or</i> Council with 45% Marks in aggregate
MBA	2 yrs	Any Graduate (10+2+3) pattern from any Engineering <i>or</i> Pharmacy Graduate with 60% marks <i>or</i> any Graduate under (10+2+2) pattern with one year Bridge Course from any University

Application Procedure Application form and prospectus can be obtained from the Directorate on cash payment of Rs 100 (for MA/MCom courses), Rs.300 (for Professional Courses). Application form and Prospectus for MA/MCom courses can also be had from BU Camp Office, 8 Indra Roy Road, Kolkata 700 025). However, no form and prospectus for professional courses are issued from BU Camp Office.

Admission to foreign students is allowed subject to fulfilment of university rules and the relevant rules of the Govt.

Academic Activities include supply of printed study materials, counselling and personal contact programmes, taking feedbacks through assignments etc

Personal Contact Programme are arranged for 8-10 days (separately for Part I and Part II) of each of the MA/MCom courses at the following study centres **For MA/MCom Courses** Burdwan University, Rajbati Campus, Burdwan 713104, B U Camp Office, 8, Indra Roy Road, Kolkata 700025, Prajnananda Bhavan, Moulali, Kolkata 700014 **For Professional Courses West Bengal** - Kolkata, Howrah, Bally, Asansol, Burdwan, Alipurduar, Siliguri, Midnapore, Contai, Murshidabad, *Orissa* Bhubaneswar, Cuttack, Rourkela, Sambalpur, *Bihar* - Patna, *Jharkhand* - Bokaro, Dhanbad, Jamshedpur, *Assam* - Guwahati, Silchar; *Arunachal Pradesh* - Itanagar

Fees Tuition fee MA & MCom Rs 2500 per annum, MBA Rs 9000 per semester, BSc Bioinformatics, BSc Environmental Sc, BA Fashion & Apparel Design, BA Interior Design Rs 8000 per semester

Medium of Instruction *MA* Except English, medium of instruction for all subjects is Bengali, *MCom* English only Medium of instruction for all professional subjects is English

System of Examination *MA/MCom* - Annual after the completion of each part students sit for the exams with regular campus students on the same questions set on the basis of same syllabi The total course is completed in two years They are awarded the same degree as given to regular students MBA, BSc - Bioinformatics/Environmental Sc, BA - Fashion & Apparel Design/Interior Design - Semester.

Medium of Examination Bengali/English

Students Enrolment (2003-2004) 7697 (MA/MCom) Men 4069 Women 3628, Courses (MBA, BIF, FAD, ID) Men 132 Women 48

General With the help and assistance of DEC and STRIDE, IGNOU, the University has undertaken the project of developing multi-media packages including transformation of lessons into Self-Learning Materials for MA/MCom courses.

Faculty Since this is a dual mode of teaching university, its regular faculty members function as Faculty for the Correspondence Courses.

UNIVERSITY OF CALICUT

School of Distance Education

Calicut University P O 673 635

ESTABLISHED 1981 FAX 0494-2400288 PHONES 2401144-355-57
 DIRECTOR Prof K Kunhikrishnan E-MAIL sde@unical.ac.in
 WEBSITE unical.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Arabic, Economics, English, Hindi, History, Malayalam, Philosophy, Politics, Sanskrit, Sociology, Tamil)	3 yrs	A pass in +2 or an equivalent exam
BCom	3 yrs	A pass in +2 or equivalent exam with at least one Commerce subject or with 45% marks
BSc (Maths)	3 yrs	+2 or equivalent exam with Maths as one subject in Part III
BBA	3 yrs	+2 or an equivalent exam with 50% marks
BLib Sc	2 yrs	Bachelor's degree with 50% marks in aggregate. Master's degree holder or persons with 5 yrs experience in recognised libraries, are exempted from minimum marks.
MA (Economics)	2 yrs	BA (Econ) with 45% marks in Part III Econ excluding subsidiaries or BSc (Maths/Stats) with first class or BCom with 45% marks in Part III.
MA (English)	2 yrs	Bachelor's Degree with 45% marks in Part I English of BA/BSc or 45% marks in Part III English main (excluding subsidiaries)
MA (History, Philosophy, Politics, Sociology)	2 yrs	Candidates who have passed any first degree exam with a minimum of 45% Marks in Part III optional subjects (excluding subsidiaries)
MA (Arabic, Hindi, Malayalam, Sanskrit, Tamil)	2 yrs	A minimum of 45% marks in the concerned Part II language of BA/BSc Degree exam or 45% marks in the concerned main language under Part III (excluding subsidiaries)
MCom (Marketing)	2 yrs	BCom/BBA with 45% marks in Part III

MSc (Mathematics)	2 yrs	BSc (Maths) with 50% marks in part III (excluding subsidiaries)
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(A concession of 5% marks for the minimum requirement will be granted to the candidates belonging to the OBC/OEC. Candidates belonging to the SC/ST need to get only a pass in the qualifying exam for securing admission to the above courses)

Open Stream

BA/BCom	3 yrs	Age 18 yrs on July 1 with no formal qualification and passing the entrance exam (three papers - English, Malayalam or Hindi and any one of the papers History/Economics/Pol Sc/Commerce)
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Notification June/July

Last Date

UG August/September
PG October/November

The syllabus, course contents, duration, mode of exam and degree awarded to the candidates are the same as prescribed for regular university students.

Admission is open to Indian citizens residing in India and abroad. Contact programmes and exams are conducted in selected centres in Kerala State/Gulf countries.

Prospectus with application form can be obtained from the School on payment of Rs 50 or as notified through challan/demand draft in favour of Finance Officer, University of Calicut. Candidates residing abroad should submit demand draft of Rs 300 additional towards postal charges. Completed application should reach the Director of the School by the notified date.

Study Centres (1) Indraprastha Institute of Professional Studies, 71/86 Main Road, Zakir Nagar, New Friends Colony, New Delhi 110 025, (2) Mahatma Educational Society Pillais Composite College Campus Plot No 10, Sector 16, Podi No 2, New Panvel 410 206 (MS), (3) Institute of Technology & Management, CA 2/4B, D B Nagar, Baguati, Kolkata 700 059; (4) Creative Data Base (P) Ltd, E-71, SKN House, Near Bengali Sweets, New Delhi 110 049; (5) The Kerala People's Education Society Kairali Vidya Bhavan, No 1, Plot No 36, Kalvibid, Bhavnagar 364 002 (Gujarat); (6) Anjuman Taraqq E-Taleem Sadat Bahra, Muzaffarnagar (UP), (7) Divya Charitable Trust, E-6, Tarun Nagar Society, Part I, Gurukul Road, Memnagar, Ahmedabad 380 052, (8) Gateway Institute of Education, Zotlang PO, Aizwal, Mizoram 796 001

SDE Programmes in Gulf Countries Courses offered by SDE are also conducted by following approved agencies in selected centres in Gulf countries (i) Institute of Computer & Science, Post Box No 22261, Sharjah (UAE), (ii) Al Hilal Education Institute, Post Box No 21300, Sharjah (UAE), (iii) Al Khansa Institute, P.O. Box 26544, Abu Dhabi, (iv) National Education Centre, P B No 17138, Doha, Qatar. Course details and application forms can be obtained from the Director of the School or from the approved agencies on payment of Dirhams 50 (or equivalent US Dollars) through demand draft payable to Finance Officer, University of Calicut. Completed application with prescribed fee is required to be forwarded to the Director, School of Distance Education, University of Calicut through the agency.

Fees (per annum) BA/BCom Dhms 600, MA/MCom Dhms 900; BBA Dhms 1,000 (including exam fee). Exam fee Dhms 300 for BA BCom, MA/MCom.

Open Stream (BA/BCom) No basic educational qualification is required. However, candidates should have attained the age of 18 years on July 1 of the year of admission. They have to appear for an entrance examination conducted during August/September. There are 3 papers (Gen English, Hindi/Malayalam, History/Politics/Economics/Commerce) of 3 hours duration each carrying 100 marks. Candidates may write papers in Malayalam or in English.

96 Calicut

Cost of Entrance Exam (all inclusive) Rs 550, (SC/ST Rs 275) Course conducted as per UGC regulations 1985

Academic Activities include despatch of printed lessons, contact programmes etc. The study materials are prepared and supplied as per course of syllabus through SIM mode. The lessons are supplied in English.

Contact Classes are arranged by the School in selected centres in the State on Saturdays, Sundays and holidays. For postgraduate courses, the contact classes are held at university and selected centres for 10-15 days during December/January. Lectures, group discussions are conducted during the contact programme.

Practical Training/Classes Practical training for 3 weeks is required for BBS students. Practical classes for BLISc students are held at Calicut University. Attendance in practical classes is compulsory for BBA and BLISc courses. The exam and contact classes are conducted at various centres under jurisdiction of Calicut University and other direct headquarters in the State.

Subjects of Study BA Arabic, Economics, English, Hindi, History, Malayalam, Politics, Philosophy, Sanskrit, Sociology, Tamil. *Additional Language.* Lessons are supplied for either Hindi or Malayalam. However, the candidates have the option to choose any other additional language from Arabic, French, German, Kannada, Latin, Sanskrit, Tamil and Urdu. They have to make their own arrangements for study. **BCom Electives** Cooperation.

Fees (per annum) BA/BCom/BSc Rs 525; MA/MCom/MSc Rs 1125, BBA Rs 2,525, BLIS Rs 2,025. Additional fees for candidates residing abroad Rs 750 for despatching the study materials and communication to abroad. SC/ST candidates are exempted from payment of tuition fees as per Govt of Kerala rules.

Medium of Instruction/Exam English except language under part II of Degree Course.

Examinations are held at various centres in the State including Thiruvananthapuram and Ernakulam. Dates are intimated by the School. Centre of exam once selected is final and the request for changes is not entertained. Classification of Results: I Div 60%, II Div 50%, Pass marks 35% for BA, 40% for BCom and PG.

Reappearance A candidate is permitted to reappear for improvement (retaining his/her original marks) either during the course or within one year after the successful completion of entire course.

Students Enrolment (2003-2004) 30294 Men 15,835 Women 14,459.

Faculty Strength Guest faculty drawn from university Departments and affiliated colleges within and outside the universities to engage classes.

Prizes/Scholarships Prizes of Rs 1,000 to the students in each subject of study (BA/BCom, MA/MCom, BLISc/BBA etc.) based on the highest marks obtained in the final year university examinations, are awarded.

CENTRAL INSTITUTE OF ENGLISH AND FOREIGN LANGUAGES

School of Distance Education

Hyderabad 500 007

ESTABLISHED 1973 FAX 040-27098402 PHONES 27095025, 27098131

COORDINATOR Prof T S Ray WEBSITE WWW.CIEFL.AC.IN

E-MAIL tapasray@ciefl.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
PG Certificate in the Teaching of English	1 yr	MA (English) (Teachers of English preferred) or II Cl Master's degree in Linguistics/Mass Communication/ Education/Psychology with 5 yrs experience of teaching English or MA(II class) and 5 years experience of teaching "Methods of Teaching English" at MED/ BED level
PG Diploma in the Teaching of English	1 yr	PGCTE of CIEFL or successful completion of Semester I of the residential PGDTE of CIEFL
MPhil (English) (Linguistics & Phonetics/ English Language Teaching/Literature)	20 months	PGCTE of CIEFL or successful completion of Semester I of the residential semester of PGDTE/ PGDES of CIEFL with requisite Grades of PGDTE through correspondence
PhD (English)(Linguistics & Phonetics/English Language Teaching/Literature)	4-5 yrs	Candidates with an MPhil degree in English from a recognised University or candidates who have completed the course work in the MPhil Programme in English (ELT/Linguistics & Phonetics/English Literature) from CIEFL with a GPA of 3.00.

Notification October (Certificate), March-April (PhD), July (Dip & MPhil)

Last Date December (Certificate), May (PhD), September (Dip & MPhil)

Admission is open to Indian and foreign nationals.

Prospectus with application form can be obtained from the Chairperson, Centre for English Studies, School of Distance Education on payment of Rs 200 through demand draft drawn in favour of the Registrar, CIEFL, Hyderabad. Completed applications should reach the Institute by the notified date.

Academic Activities Instruction for the Certificate and Diploma programmes is offered through postal tuition as well as contact sessions. There are 5 assignments in almost every

subject, and those are required to be completed and returned to the Centre for evaluation. These assignments count for internal assessment which carries 25% weight in each subject

Contact Sessions (at the Campus and other centres) For PGCTE contact sessions are conducted for 4 weeks in June-July at Hyderabad and other centres. PGDTE 3 weeks in November. MPhil Contact sessions are held for 4 weeks in January-February and 5 weeks in September-October and 7 weeks for dissertation work. PhD Contact session dates are fixed in consultation with the supervisor. The duration of contact sessions for the course work is 16 weeks spread over two to three years with a minimum of 4 weeks a year. Duration of contact sessions for dissertation is 16 weeks spread over 2-5 years with a minimum of three weeks a year.

Course Structure Candidates have to study 7/5 courses in PGCTE/PGDTE and 4-5 courses in MPhil & PhD.

Academic Session June (Certificate), December (Diploma), January (MPhil Course work) November (Mphil Dissertation).

Fees Tuition fee (Certificate) Rs 3,000 for SAARC countries (Rs 7,000 for non-SAARC countries) (50% fee concession for SC/ST and freeship for blind and physically handicapped candidates), Diplomas Rs 3,500 for SAARC countries (Rs 7,500 for non-SAARC countries); MPhil Rs 4,000 (Rs 8,000 for non-SAARC countries).

Examination is held during the contact sessions.

Faculty Strength Professors 6, Readers 3, Lecturers 4

Students Enrolment (2003-04) 764 (Men 346 Women 418)

Enquiries Chairperson, Centre for English Studies, School of Distance Education, CIEFL, Hyderabad 500 007.

STUDIES IN FOREIGN LANGUAGES (Distance Mode) CIEFL, Hyderabad 500 007

ESTABLISHED 1973 FAX 040-7018402 PHONE 7018131
DEAN Prof Meenakshi Reddy E-MAIL mreddy@ciefli.ernet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Arabic/French/German/ Russian/Spanish)	3 yrs	Bachelor's degree with language concerned as an elective subject or as second language OR proficiency in the foreign language concerned equivalent to two-year diploma level course.
MPhil (Russian/Spanish)		
Course work	8 months	MA in Russian/Spanish with a high second class or Grade 'B' average (55%) or MA in Russian/Spanish with Grade 'C' average and a PGCT/DT with an overall Grade 'C' or MA in Russian/Spanish and a minimum of 5 years experience of teaching the language concerned at any recognised institution.
Dissertation	1 yr	

Notification January/February **Last Date** March/April

Prospectus with application form may be obtained from the Asstt Registrar (Acad), CIEFL, Hyderabad 500 007 on payment of Rs 200 or as notified

Admission to foreign students - All programmes are open for foreign nationals also

Selection Procedure All candidates must qualify at the entrance test held by the Institute

Contact Programme There are four contact programmes in all, as shown below

First contact programme 8 weeks (beginning of first year), Second contact programme: 3 weeks shorter programme, 1 week examination, 4 weeks longer programme (Beginning of second year); Third Contact Programme 3 weeks shorter programme, 1 week exam, 4 weeks short programme (Beginning of third year), Final Contact Programme. 5 weeks longer programme, (End of third year) Participants are required to attend all these contact programmes. Exemption from attending the 2nd, 3rd or 4th contact programmes, excluding the period of examination may be given to a participant, provided he/she is undergoing advanced training/attending a seminar/workshop/symposium either in India or abroad, directly connected with or relevant to the courses of study at the Institute. Such an exemption is not granted more than once during the entire MA programme to any participant. If a participant does not attend the contact programme for two consecutive years, his/her registration will be cancelled. The contact programmes in case of MPhil students is for only 16 weeks (10 weeks during course work and 6 weeks during dissertation-writing). Outstation participants are provided accommodation in the hostel, subject to availability of rooms.

Attendance Requirements Participants are required to attend all lectures, tutorials, language laboratory sessions, practical classes and other programmes arranged for them.

Academic Activities Participants are required to submit all the assignments from one lesson per course per month. Only those candidates who submit their assignments according to the schedule prescribed by the Deptt concerned will be eligible to attend the contact programmes.

Subjects of Study Use of Language, Literature, General Linguistics, Phonetics & Phonology, Morphology & Syntax, Translation, Culture & Civilization, Lexicology, Methodology of Teaching etc

Examinations are conducted during the contact programmes at the Institute in Hyderabad.

Evaluation A candidate's performance in each course is assessed on the basis of (a) assignments and tests done during the contact programme and on the correspondence course; and (b) the examination at the end of each academic year.

Fees Tuition fee MA Rs 1,000 per annum MPhil Rs 1,800 (Rs 12,500 for foreign students living outside India, Rs 10,500 for foreign nationals living in India; Rs 9,500 for Indian nationals living abroad).

Students Enrolment (1999-2000) 21 (Men 13, Women 8)

Faculty Strength Professors 10 Readers 6 Lecturers 9

CH CHARAN SINGH HARYANA AGRICULTURAL UNIVERSITY

Postgraduate Studies

Hisar 125 004

ESTABLISHED 1970

FAX 01662- 231171

PHONE 231171

HEAD (*English*) Dr I S Sheoran
(*Agricultural*) Dr J P Singh

E-MAIL ar-acad@hau.nic.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
P G Diplomas		
• Communication Skills	1 yr	Bachelor's degree in English
• English Hindi Translation	1 yr	BA/BSc
• Agricultural Marketing and Management	1 yr	Bachelor's degree

Fees (*per annum*) PG Diplomas in Communication Skills in English/English Hindi Translation Rs 5000; Agril Marketing and Mgt Rs 11,000.

Subjects of Study *Diploma in Communication skills in English* Listening, Comprehension and Spoken English, Functional English, Journalistic and Creative Writing, Project Work, *English Hindi Translation* Principles of Translation, Problems of Translation, Editing and Drafting Techniques, Practice of Translation; *Agricultural Marketing and Management* Foundations of Management, Agri-Business Environment & Policy, Quantitative Methods in Agri-Business, MIS & Information Technology in Agri-Business, Market Research Methodology & Report Writing, Agril Project Management, Agri-Entrepreneurship Mgt, Agril Marketing Mgt, International Agril Marketing, Project.

Medium of Instruction/Examination English.

Students Enrolment 7 (Men 6 Woman 1).

DAKSHINA BHARAT HINDI PRACHAR SABHA

Directorate of Distance Education

Thyagaraya Nagar, Chennai 600 017

ESTABLISHED 2002

PHONE 24332033

DIRECTOR Dr M Lokanathan

FAX 044-24348420

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Hindi)	2 yrs	BA/BSc/BCom with Hindi as a subject OR Bachelor's degree from any recognised Univ plus Rashtrabasha Praveen Exam of DBHP Sabha or its equivalent
PG Diploma in Translation	1 yr	BA/BSc/BCom with Hindi as a subject OR Bachelor's degree from any recognised Univ plus Rashtrabasha Praveen Exam of DBHP Sabha or its equivalent

Medium of Instruction Hindi

Fees (*per annum*) MA Rs 2900 and PG Diploma in Translation Rs 2600

Students Enrolment 354 (Men 68 Women 286)

UNIVERSITY OF DELHI
School of Correspondence Courses
and Continuing Education
5 Cavalry Lines, Delhi 110 007

ESTABLISHED 1962

PHONES 27667600 27667166

OFFICER ON SPECIAL DUTY Prof S K Vij

FAX 011-27667242

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom (Pass)	3 yrs	SSCE (12 yrs) or equivalent
BCom (Hons)	3 yrs	SSCE (12 yrs) with 45% marks. Relaxation/Weightage of 5-10% marks for SC/ST, Blind, Physically Handicapped, children/widows of Armed Forces personnel, students from Nepal/Bhutan. Selection on merit.
BA (Hons) English/ Political Science	3 yrs	SSCE (12 yrs) with 45-50% marks with Elective/Core English Selection on merit
MA (Hindi, History, Pol Sc, Sanskrit)	2 yrs	BA with relevant subject securing 50-55% marks and 40% marks for MA (Sans), and 20 years of age
MCom	2 yrs	BCom/BCom (Hons) with 50-60% marks, MA/BA (Hons) in Econ with 50% marks and passing a special test. Admission in order of preference

Notification June*Last Date* July/August

A student enrolled with the School, like any other regular student of the University of Delhi, studies the same syllabi and curricula, takes the same exam and is awarded the same degree by the University

Admission is open to (i) Persons from all over India; (ii) Indian nationals working in Indian Missions abroad and their dependents and also to Indian nationals settled abroad. Such candidates are required to take univ exam at specified places abroad. Candidates settled abroad are required to make an extra payment of Rs 1,500 per annum towards postage. (iii) Foreign nationals residing in India.

Prospectus with application form can be obtained from the Sale Counter of the School and the South Study Centre, South Moti Bagh, Nanak Pura, New Delhi 110021 on cash payment of Rs 30. The prospectus can also be obtained by post on payment of Rs 35 (for Inland post) and Rs 70 for Foreign students through IPO/Bank Draft in favour of Principal of the School. Candidates from abroad have to remit bank draft of Rs 70 drawn on State Bank of India, Delhi University Branch. Completed applications alongwith the prescribed fees should reach the Principal of the School by the notified date.

South Study Centre Spot Admission to BA/BCom (Pass) is also done at the South Study Centre of School of Correspondence Courses, South Moti Bagh, Nanakpura, New Delhi 110021 (Tel 26882897, 26879462, 24104027, 24104037). Application forms for admission to BA (H), BCom (H), MA and MCom courses are accepted only at the School of

Correspondence Courses & Continuing Education, University of Delhi, Delhi 110 007. The School plans to open such study centres in East, West and North Delhi as well.

Foreign candidates residing in India are required to apply to the Foreign Students Advisor, c/o Faculty of Management Studies, University of Delhi, Delhi 110 007

Academic Activities include postal lessons, response sheets, personal contact programme, radio talks, audio-tapes, video-cassettes etc. Lessons at regular intervals are sent to students. They are required to send response sheets to the School which they receive back after correction and suggestions by Faculty. Radio talks are broadcast in English and Hindi on Delhi 'D' transmission from 7 to 8 am on all days except Sundays.

Personal Contact Programme includes regular classroom lectures and discussion ranging 20-30 days at various Colleges in Delhi. Contact classes outside Delhi depend upon the concentration of students (minimum 200). Students get railway concession for attending the personal contact programme.

Subjects of Study BA (Pass) *Compulsory* English and MIL (Hindi/Urdu/Tamil/Punjabi), Any two Economics, Education, History, Maths, Political Science, Sanskrit, Nutrition & Health Education (for female local candidates only)

Medium of Instruction/Exam Hindi and English. However, for Maths, MA (History, Political Science) and MCom the medium of instruction is English. Candidates may write answers in English/Hindi.

Fees (approx) (per annum) Rs 2000/- for Undergraduate (Rs 9,120) per annum for students residing abroad; Rs 3500 for Postgraduate (Rs 11,730 per annum for students residing abroad). Fee concession/financial aid is available to SC/ST/blind and needy students.

Library The School provides library facilities to the students residing in Delhi.

Migration of External Candidates Students joining 'External Candidates Cell' for BA/BCom (Pass) course may migrate to School of Correspondence Courses. In case of BCom (Hons) course, candidates with 45% marks in the qualifying Part I/II university exam can seek migration to the School of Correspondence Course.

Migration to II Year of BA/BCom (Pass) Candidates passing the 1st yr examination from other Universities can seek admission/migration in the 2nd year of School of Correspondence Course.

Compartmental Candidates in only one subject at the SSC exam can seek admission provisionally to undergraduate courses.

Examinations There are three university examinations to be held in April/May. Part I at the end of the First year, Part II at the end of second year and Part III at the end of third year. Centres: Mumbai, Delhi, Jaipur, Lucknow, Chennai, Thiruvananthapuram and Gangtok (Sikkim), Dhanbad. **Foreign Centres** For candidates residing abroad, exams may be held at the following places: Addis Ababa, Accra, Beijing, Bonn, Beirut, Brasilia, Buenos Aires, Cairo, Hong Kong, Jakarta, Kabul, Kuala Lumpur, Kuwait, London, Manila, Mauritius, Mexico, Moscow, Nairobi, Ottawa, Sydney, Singapore, Stockholm, Tehran, Tokyo, Washington.

Pass Percentage Pass candidate is allowed to reappear in the exam to improve his/her performance.

General Candidates are not permitted to pursue studies for two courses simultaneously.

Students Enrolment (2003-2004) 1,41,649 (Men 74,443, Women 67,206).

DEVI AHILYA VISHWAVIDYALAYA

**Institute of Management Studies
Department of MBA (Distance Education)
Takshashila Campus, Khandwa Road, Indore 452 017**

ESTABLISHED 1996 FAX 0731- 2476687 PHONE 2479288
HEAD Dr Deepak Kaul E-MAIL head.ims@dauniv.ac.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
MBA	3 yrs	Graduate/Postgraduate with 45% marks Admission through entrance test

Notification April/May *Last Date* May/June

Prospectus with application form can be obtained from the Institute on payment of Rs 650 through Bank Draft or as notified. The amount includes fees for application form, admission brochure and entrance test. Completed application should reach the Department by the notified date.

Fees Rs 14,000 per annum.

Medium of Instruction English.

Academic Session July every year.

Personal Contact Programme is arranged at Study Centre which is located at the Institute of Management Studies, Devi Ahilya Vishwavidyalaya, Indore.

Academic Activities through counselling, case discussion and group discussion.

Courses of Study Fundamentals of Management, Human Resource Management, Business & Economic Environment, Accounts for Managers, Operations Management, Marketing Management, IT Fundamentals, Business Mathematics & Statistics, Managerial Economics, Organisational Behaviour, Purchase & Material Management, Research Methodology, Strategic Management, E-Business Fundamentals, Entrepreneurship, Total Quality Management, Organisational Development, Human Resource Development, Human Resource Planning, HR Audit, Industrial Relations and Labour Laws, Compensation and Reward Management, Business Process Transformation and HRM, E-HRM, Financial Management, Security Analysis and Portfolio Management, Working Capital Management, Capital Investment and Financial Decision, Management Control System, Taxation and Tax Planning, Management of Financial Services, Financial Institutions and Market, Consumer Behaviour, Sales and Distribution Management, Product and Advertising Management, Marketing of Services, International Marketing, Internet Marketing, Industrial Marketing, Market Research, Technology Management, Logistic and Supply Chain Management, Operations Research, Business Process Re-engineering, Project Management, Advance Operations Management, Service Management, Work Study and Productivity, Object Oriented Programming using C++, Relational Database Management System (RDBMS), Computer Network, Strategic Information Management, System Analysis and Design (SAD), Operating System, Visual Basic, Software Engineering.

System of Examination External 100%. (Examination is held as per university rules at the Institute).

Adjunct Faculty Strength Professors 4 Reader 1 Lecturers 23.

DIBRUGARH UNIVERSITY**Directorate of Distance Education****Dibrugarh 786 004**

ESTABLISHED 2001

PHONE 2370207

DIRECTOR Prof A R M Rehman

FAX 0373-2370323

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Assamese, History, Sociology, Political Sc, Economics)	2 yrs	Bachelor's degree
MCom	2 yrs	Bachelor's degree
MSc/MA (Maths)	2 yrs	Bachelor's degree

Fees (*per annum*) Rs 4500**Medium of Instruction/Examination** English**Students Enrolment** (2003-2004) 1599

DR HARISINGH GOUR VISHWAVIDYALAYA

**Institute of Distance Education
(Formerly Department of Correspondence Courses)**

Sagar 470 003

ESTABLISHED 1997

FAX 07582-222163

PHONE 241055

DIRECTOR Prof R K Bharti

E-mail dcchsgvv@sancharnet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BLISc	1 yr	Bachelor's degree
MLISc	1 yr	BLISc
Bachelor of Journalism (Communication)	1 yr	Bachelor's degree
Master of Journalism (Communication)	1 yr	BJ (C)
MA (Public Administration)	2 yrs	Bachelor's Degree
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Criminology and Police Admn (PGDCPA) • Environmental Management (PGDEM) • Forestry Management (PGDFM) • International Business & Export Mgt (PGDIBEM) • Marketing Management (PGDMM) • Personnel Management (PGDPM) • Sales and Advertising Management (PGDSAM) • Psychological Counselling (PGDPC) • Yoga & Meditation (PGDYM) 		

Notification July

Admission is open to candidates all over the country.

Prospectus Application form and the syllabus may be obtained from the Institute on payment of prescribed fee by crossed Bank Draft payable to the Registrar, Dr Harisingh Gour Vishwavidyalaya, Sagar. The form and the syllabus could also be sent by post if a self addressed envelope (9"x 6") alongwith postal stamps of Rs 35/- is sent to the Director, Institute of Distance Education, Dr Harisingh Gour Vishwavidyalaya, Sagar (MP).

Course Material The Institute provides the instructional course material concerning various courses for self-study. Most of the course materials have been got prepared by the Institute by subject experts. The printed lessons/books and other course material are mailed to the students after their registration.

Personal Contact Programme The Institute organises Personal Contact Programme for 15 days in respect of each academic programme. Students are required to come to the University centre for attending these classes. The Personal Contact Programme includes classroom lectures, discussions, practical training and general counselling for solving the

difficulties of the students. Personal Contact Programme is voluntary and no extra fee is charged from the students.

Fees Bachelor's Degree Course & all P G Diplomas Rs 5000 except Environmental Mgt Rs 6000, Criminology & Police Admn Rs 10,000, Master's Degree Course Rs 6000

Medium of Instruction English/Hindi

Examination The University holds the annual examination at the end of the academic session. The examination centre for all the examinations is at Sagar only. The candidates are required to bring their projects/dissertations at the time of examination for submission and viva voce examination.

Students Enrolment (2003-2004) 460 (Men 314 Women 146)

FAKIR MOHAN UNIVERSITY
Centre of Distance and Continuing Education
Vyasa Vihar, Balasore 756 019

ESTABLISHED 2004

PHONE 254480

DIRECTOR Dr D N Rout

FAX 06782-254881

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
PG Diplomas	1 yr	Bachelor's degree
• Computer Application (PGDCA)		
• Human Resource Management (PGDHRM)		
• Financial Management (PGDFM)		
• Journalism and Mass Communication (PGDJMC)		
Diploma in HIV & Family Education	1 yr	Bachelor's degree
Certificate Course in HIV & Family Education	6 months	+2

Subjects of Study Adopted the syllabi of IGNOU**Medium of Instruction/Examination** English.**Fees** PGDCA Rs 15000; PGDHRM/PGDFM/PGDJMC Rs 10000; Dip in HTV&FE Rs 8000; Certificate in HTV&FE Rs 4000.

G B PANT UNIVERSITY OF AGRICULTURE & TECHNOLOGY

Directorate of Extension
(Correspondence Course in Agriculture)
Pantnagar 263 145, US Nagar

ESTABLISHED 1973 FAX 05944-233336 PHONE 233336
DIRECTOR EXTENSION Dr Mahendra Singh FAX 05944-233336

Courses

Improved Cultivation of

Paddy, Wheat, Maize, Groundnut, Soyabean, Bajra, Oilseed crops, Sugarcane, Potato, Fodder Crops (Kharif & Rabi), Vegetable production (Kharif & Zaid), Soil Testing and Fertilizer use, Insecticides and its application, Improved mango Gardening, Dairy and Cattle Management

Eligibility

Practising farmers, Rural School dropout, retired civil and defence personnel engaged in agriculture and its allied fields, has read upto 7th standard/class with working knowledge of Hindi.

There has been a tremendous change in the field of Agriculture with introduction of high yielding varieties and improved technology for obtaining maximum economic yields from land. Scientific improvements in cattle and poultry and their management have shown way to increase milk, meat and egg production. In order to carry out these techniques to the farmers, the Directorate of Extension of the University has started correspondence courses in Agriculture.

The programme is being conducted in 16 subjects areas with option to choose 4 courses for study at a time as a part of the programme. There is no provision to award a (recognised) degree or diploma.

Admission/Registration The programme is open to the person having above eligibility. Persons outside the area jurisdiction of the univ may enrol, but the univ provides for practical training to the enrolled candidates, if they are located in the districts belonging to the area jurisdiction of the university namely Kumaun, Garhwal divisions of Uttaranchal.

Registration Procedure Candidates are required to apply for registration on the prescribed proforma to be obtained from the Directorate of Extension of the University with an option to choose a set of four courses. The prescribed registration fee is Rs 80 only.

Course Duration Six months against one registration, one could get himself/herself registered again for a set of four courses again on payment of fresh registration charges.

Teaching Methods Candidates are provided with a set of lessons/guidance materials prepared in simple Hindi. They are also given personal advice through district level teams and through the Pantnagar Farmer's Club network programme. They are also invited to participate in the Kisan Melas organised at different campus in and out of the university. Under this programme, university does not award degree or diploma to the registered candidates.

GANDHIGRAM RURAL INSTITUTE

Distance Education Centre

Gandhigram 624 302

ESTABLISHMENT 2003

PHONES 2452371-74

CO-ORDINATOR Sri G Hanikumaran

FAX 0451-2453071 2454466

E-MAIL gri_dec@yahoo.co.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MPhil (English)	1 yr	PG degree in English Language and Literature/English and Communicative Studies/Comparative Literature
MPhil (Futures Studies)	1 yr	PG degree in Humanities/Science/ Graduate in Engg
PG Diplomas		
• Journalism and Mass Communication (PGDJMC)	1 yr	Graduate in Humanities/Sc As a concurrent course for final yr UG, first and second year PG programmes
• Operations Research and Applications (PGDORA)	1 yr	Graduate in Humanities/Sc/Engg. As a concurrent course for final year UG, first and second year PG, third and fourth year Engg programmes and CA programmes
• Applied Population Research (PGDAPR)	1 yr	Graduate in Maths, Stat, Home Sc, Econ, Sociol, Psy and other social sciences, Persons employed in Governmental and Non-Governmental agencies and engaged in Health and Population related activities As a concurrent course for first and second year PG, programmes.
• Applied Statistics (PGDAS)	1 yr	Graduate in Humanities/Sc/Engg As a concurrent course for final year UG, first and second year PG, third and fourth year Engineering programmes and CA students.
Diplomas		
• Micro Credit Management	1 yr	Pass in +2, Persons employed in NGOs and Govt Deptts. As a concurrent course for students pursuing UG and PG programmes in Social Work, Social Sciences and Humanities.
• Panchayati Raj Administration	1 yr	Pass in +2. Persons employed in Panchayat and Rural Development Institutions, Leaders of Panchayat Institutions and others in NGO's and

		SHG's. As a concurrent course for students pursuing UG and PG programmes.
• Co-operation	1 yr	Pass in +2 Persons employed in Co-operative Institutions, NGOs and other service sectors As a concurrent course for students pursuing UG and PG programmes

Notification July

Last Date August

Syllabi for each programme is provided alongwith the printed study materials

Admission is open on all India basis

Prospectus with application form, Identity Card and other proforma and detailed programme structure may be obtained from the Distance Education Centre on cash or demand draft for Rs 100 favouring Co-ordinator, Distance Education Centre, Gandhigram Rural Institute Application form, identity card format and other proforma can be downloaded from the university website www.ruraluniv.org.

Academic Activities include printed self instructional study materials/assignments to be supplied to each student on enrolment.

Contact Programmes are arranged in the main campus at Gandhigram Rural Institute and at other centres identified and managed directly by the Distance Education Centre

Academic Session July to June.

Fees (per annum) MPhil Rs 5500, PG Diplomas Rs 2500; Diplomas Rs 2000 inclusive of exam/certificate

Medium of Instruction/Examination English, Dip in Panchayati Raj Admn/Coop Tamil

Examinations are conducted annually during April-May by the Controller of Examination of Gandhigram Rural Institute at centres in the main campus and others identified based on enrolments

GAUHATI UNIVERSITY

Postgraduate Correspondence School

**Gopinath Bardoloi Nagar
Guwahati 781014**

ESTABLISHED 1998

PHONES 0361-2673728 2573887

DIRECTOR Prof Srinath Baruah

E-MAIL pgcs@satyam.net.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Assamese/English/History/ Political Science/Philosophy/ Commece)	2 yrs	Bachelor's degree with relevant subject
MA/MSc (Economics/Maths)	2 yrs	Bachelor's degree with relevant subject
MCom	2 yrs	Bachelor's degree with relevant subject
PG Diplomas	1 yr	Bachelor's degree

- Human Resource Management (PGDHRM)
- Sales & Marketing Management (PGDSMM)
- Business Management (PGDBM)

Notification September *Last Date* 31st December

Application Procedure Application forms and prospectus can be obtained from the office of the Postgraduate Correspondence School, Gauhati University, University Information Centre in the city or from any of the approved Contact Centres on payment of Rs 100 or by post sending a Demand Draft for Rs 150 in favour of Postgraduate Correspondence School, Gauhati University.

Selection Procedure The submitted application forms are scrutinized within 24 hours from the receipt of the same and eligible candidates are informed. Upon receipt of the course fee from the selected candidates, they are admitted to the course and study materials are issued.

Commencement of Academic Session January to December.

Study Materials and Personal Contact Programmes Study materials prepared by eminent scholars and faculty members of the University are supplied to the students immediately after the admission. Study materials are supplemented by two Personal Contact Programmes conducted during May/June and September/October for each course.

Fees The total fee for the MA/MSc/MCom courses is Rs 10,000 and Rs 6,000 for the PGDSMM, PGDHRM & PGDBM inclusive of admission, Personal Contact Programme fee, cost of course material, library fee, postal charges and Examination fee. The fees are payable in instalments. For MA/MSc/MCom courses 1st instalment at the time of admission; 2nd instalment within 5 months, 3rd instalment within 12 months; 4th instalment within 18 months from admission. For PGDSMM/PGDHRM/PGDBM 1st instalment at the time of admission and 2nd instalment within 5 months from admission.

Medium of Instruction/Examination English except for MA in Assamese.

Examinations are conducted by the Controller of Examinations, GU as per rules and regulations of Gauhati Univ. At present examinations are held in 9 centres including Gauhati Univ.

Submission of Migration Certificates Candidates who have passed their qualifying examination from universities other than Gauhati Univ are required to submit migration certificates (in original) and get themselves registered in Gauhati University before they take their final exams

Students Enrolment (2003-2004) 1771 (Men 763 Women 1008).

GUJARAT VIDYAPITH

Department of Education (Education College)*

Ahmedabad 380 014

ESTABLISHED 1920

PHONE 7545146

PRINCIPAL Dr (Smt) Ilaben Naik

FAX 079-6569547 7541148

HEAD Dr Niranjan Modi

E-MAIL gvpahd@adl.vsnl.net.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
Master of Education (MEd)	2 yrs	Graduate/Postgraduate teachers with 50% marks and minimum 5 yrs post BEd experience

Notification April

Last Date May

Course Details The course unit of each subject, the standard of passing and the question papers at university exams are the same for Distance Education students and regular students studying at the college. Students have to complete dissertation based on field work under the guidance of a recognised guide. The 40% marks of the evaluation is based on internal marking of ten meaningful assignments of each subject and internal test. 60% marks of the evaluation is based on University annual examination, which is held in the first week of June. Students are supplied with self-learning reading material (printed as well as non print i.e. Audio-Video cassettes) covering the prescribed course units, prepared by the department.

Personal Contact Programmes Students are supposed to attend 30 days contact classes every year mostly arranged on Public holidays and Sundays. The contact classes are usually held between the month of August and May.

Medium of Instruction Gujarati. Students are allowed to reply in the national language 'Hindi'.

Fees MEd Part I Rs 2,215 Part II Rs 1,845

Library Facilities The University central library has numerous books, audio-video cassettes, a number of journals and important reference material. The library is computerised and has got an Internet connection.

Entrance Test/Exam The written test is held in June followed by an oral test.

Classification Passing standard is minimum 50% marks both in internal as well as external examinations and students are awarded II division. 60% marks are required for I division. For distinction, the requirement is a minimum of 70% marks.

A student who appears at the MEd Part-I exam in all subjects and fails to obtain the minimum passing marks is allowed to keep terms for MEd Part II

Students Enrolment (1999-2000) Total 82 (Men 63, Women 19)

Faculty Strength Professor 1 Readers 2 Lecturer 1

**Department of Gandhian Thought,
Baudha Studies and Jain Studies
(Mahadev Desai Samaj Seva Mahavidyalaya)
Ashram Road, Gujarat Vidyapith, Ahmedabad 380 014**

ESTABLISHED BAUDHA STUDIES 1986 PHONES 27540746 27541148 27544349

GANDHIAN STUDIES 1968 JAIN STUDIES 1993 FAX 079-27542547

HEAD Prof (Dr) Sadhana Vora

E-MAIL gvpahd@vsnl.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA Gandhian Thought/ Baudha Studies/Jaina Studies	2 yrs	Bachelor's degree with 50% marks

Notification April

Last Date June

Prospectus with a prescribed form.

Selection Procedure Written test and oral interview

Contact Lectures Students are supposed to attend 30 contact lectures for each paper every year usually, mostly arranged on public holidays and sundays. The contact lectures are held between the month of August and May.

Medium of Instruction is Gujarati but students can write in 'Hindi'.

Commencement of Academic Session June

Personal Contact Programmes/Study Centres 30 Contact Lecturers per year and Guidance for home assignments and dissertation

Academic Activities Lecturers, Video Cassettes, Educational Tour.

System of Examination/Examination Centres Internal exam - Home assignments and written test of each paper 40% marks. External exam of all papers of 60% marks. Dissertation evaluation of 100 marks. Only one centre at Gujarat Vidyapith Campus, Ahmedabad.

Fees MA Part I Rs 2205 MA Part II Rs 1990.

Entrance Test The written entrance test is held in June followed by an oral test.

Library The university central library has a collection of nearly 25,000 books by, and on Gandhi, a good number of audio-video cassettes and a number of journals and important reference books. The Library is computerised and has got an internet connection.

Classification Passing standard is minimum 50% marks both in internal as well as external examinations and students obtaining 50% or more but less than 60% marks are awarded II division. Students with 60% and above are awarded I division. Distinction is awarded to students with 70% and above.

Students Enrolment (2003-2004) 98 (Men 79 Women 19)

Faculty Strength 6.

GURU GHASIDAS UNIVERSITY

Institute of Distance Education

Bilaspur 495 009

ESTABLISHED 1995

PHONE 260048

DIRECTOR Dr R K Saxena

FAX 07752-260048

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BSc/BCom	3 yrs	10+2
BBA	3 yrs	10+2
BCA	3 yrs	10+2 with Maths
BSc (IT)	3 yrs	10+2
BJMC	1 yr	Bachelor's degree
BLib&ISc	1 yr	Bachelor's degree
MLib&ISc	1 yr	BLib&ISc
PG Diplomas	1 yr	Bachelor's degree

- Business Management
- Computer Applications
- Industrial Relations, Labour Welfare & Personnel Management
- Marketing Management
- Information Technology
- Software Engineering

Notification June/July

Last Date October

Admission is open to candidates all over the country. BA/BSc/BCom courses are conducted for the students within the revenue jurisdiction of the university.

Prospectus and application form can be obtained from the Director, Institute of Distance Education, Guru Ghasidas University, Bilaspur or the study centre on cash payment of Rs 150. The form can also be obtained by post on payment of Rs 200 through bank draft drawn in favour of the Registrar, Guru Ghasidas University. Completed application should reach the Institute by the notified date.

Academic Activities include despatch of study materials, assignments, personal contact programmes, etc.

Personal Contact Programmes are conducted once of fifteen days duration. Attendance of 75% in contact programme is compulsory

Medium of Instruction & Examination Hindi and English.

Fees (per annum) Rs 3,000-5,000. Registration and exam fee Rs.700 extra.

Examination The university organises the exam in two parts - Theory and Practical/Assignments.

Miscellaneous *Academic Year* July to June.

Students Enrolment (2002-2003) 2600 (Men 1900 Women 700)

GURU JAMBHESHWAR UNIVERSITY

Directorate of Distance Education

Hisar 125 001

ESTABLISHED 1997 FAX 01662-276735 PHONES 263157 263135
DIRECTOR Prof M S Turan E-MAIL klj@gju.ernet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BBA	3 yrs	10+2 or equivalent exam or 3 yrs Diploma from Board of Technical Education, Haryana or its equivalent
BMC	3 yrs	10+2 or equivalent
MSc (Computer Sc)	2 yrs	Bachelor's degree
MSc (Computer Sc) (Lateral Entry)	1 yr	PGDCA or BTech in Computer Engg/IT/Electronics/Elect & Commun/BIT/BIS (4 yrs) A level of DOEACC or equivalent
Master of Mass Communication (MMC)	1 yr	One year study of Mass Communication/Journalism, Public Relations/Advertising from a Univ after Bachelor's degree
MCA (Integrated)	5 yrs	10+2 or equivalent exam or 3 yrs Diploma from Board of Technical Education, Haryana or its equivalent
MCA	3 yrs	Bachelor's degree
MCA (Lateral Entry)	1 yr	MSc (Computer Sc/Software/IT) or equivalent PG Degree
MBA	2 yrs	Bachelor's degree
MIB	2 yrs	Bachelor's degree or PG from the Univ or Fellow of ICSI/ICAI/ICFAI/ICWA
PGDT	1 yr	Bachelor's degree or PG from the Univ or Fellow of ICS/ICAI/ICFA/ICWAI
PGDEM	1 yr	Bachelor's degree with 40% marks with Sc at Matric level (Pass marks for SC/ST students).
PGDBST	1 yr	Bachelor's degree
PGDA&PR	1 yr	Bachelor's degree
PGDMC	1 yr	Bachelor's degree
PGDCA	1 yr	Bachelor's degree

Notification June/July

Last Date August/September

Admission is open to Indian and foreign candidates.

118 Guru Jambheshwar

Prospectus alongwith application form can be obtained from the Directorate of Distance Education, Guru Jambheshwar University, Hisar on cash payment of Rs 100 or by sending Bank Draft of Rs 150 for General Category and for SC/BC candidates at Counter Rs 25 and by post Rs 75 in favour of Registrar, GJU, Hisar. Completed applications should reach the University by the notified date.

Selection By fulfilling the conditions as laid down in the admission notice.

Methods of Instruction Mailing of printed lessons, personal contact programme for 15 days at the university campus/Study Centres, exposure to audio and video programmes, production etc.

Study Centres The University has set up 82 Study Centres in various parts of the State and also in other States of India for teaching/exam and other academic activities keeping in view the response of the students from such areas. Study Centres are located at Gurgaon, Faridabad, Rohtak, Karnal, Bhiwani, Ambala, Jind, Sirsa, Hisar, Charkhi Dadri, New Delhi, Patiala, Amritsar, Barnala, Sangrur, Bathinda, Shimla, Chandigarh, Jodhpur, Bikaner, Jaipur, Ajmer, Sikar, Aligarh, Noida, Ghaziabad, Jhansi, Kanpur, Dehradun, Bareilly, Jammu, Datta, Chhatarpur, Rewa, Bhopal, Guwahati, Rajahmundry, Hyderabad, Pathanamthitta, Cochin, Muvattupuzha, Kottayam, Idukki.

Medium of Instruction English.

Medium of Examination English/Hindi.

Commencement of Academic Session July to June.

General Students pursuing BBA/MBA course are required to undergo in-company training and produce a written report thereon for evaluation.

Fees Tuition fee (per annum) MCA Rs 15000, MSc(CS)/MCA(IG)/PGDCA Rs 12500; MBA Rs 11000; MMC/PGDEM/PGDBST/PGDA&PR Rs 7500; BBA/MIB/PGDT Rs 10000; BMC/PGDMC Rs 5000.

Examination Semester Examination is held twice in a year i.e. in December/January and May/June and Annual examination is held in May/June. Candidates are also required to submit written assignments wherever required. Examination centres are ordinarily created at the University and other places of the Country to be decided from time to time.

Students Enrolment (2003-2004) 6895

GURU NANAK DEV UNIVERSITY

Centre for Distance Education

Amristar 143 005

ESTABLISHED 2002

PHONE 2254994

DIRECTOR Prof Satish Verma

FAX 0183-2254994

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA	3 yrs	10+2
BCom	3 yrs	10+2 or equivalent with 40% marks
B.CAM/BBA/BCom (Professional)/ B E-Commerce/BCA/BSc (Information Tech)/Bachelor of Insurance and Risk Mgt	3 yrs	10+2 or equivalent with 40% marks
MA	2 yrs	BA exam with Hons in the subject concerned/Master's degree in any subject
MA (Mass Communication)	2 yrs	Bachelor's/Master's degree in any subject or equivalent with 50% marks
MA (Police Administration)	2 yrs	Bachelor's degree with 50% marks or Graduate Police Officials 10 yrs of Service or 45% in one of the subject: Public Admn/Pol Sc/History/Psy/Econ/ Sociol/Social Work/Criminology/ Anthro and any discipline of Mgt
Master of Business Economics	2 yrs	Bachelor's degree (10+2+3) or equivalent with 50% marks
MCom	2 yrs	Bachelor's degree in Comm/Bus Admn/ B CAM/BE (Comm) with 50% marks
MSc (Maths)	2 yrs	BA/BSc (Hons) in Maths/Stat/Op Res/ BSc (Engg) with 50% marks or BA (Pass)/BSc (Pass) in full subjects with 45% marks in Maths/Master's degree
MSc (Computer Sc/ Information Tech)	2 yrs	Bachelor's degree with Comp Sc/Comp Appln/Comp Maintenance as one of the elective subject with atleast 50% marks in aggregate or BCA/BSc (IT)/BIT with 50% marks or PGDCA/ PGDIT/PGD in E-Comm and Internet Appln or equivalent with 50% marks
MCA	3 yrs	MA/MSc (Maths/Mathematical Stat/Op Res/Phy)/BTech/MCom/MA(Econ)/ MBA/BCA/BBA/BCom/BCom (Hons)/ BSc (Hons)/BA/BSc with Comp Sc/Appln with atleast 50% marks and

		with atleast 50% marks and Maths at +2 level
MBA (Part time)	3 yrs	Bachelor's degree (10+2+3) or equivalent degree or PG degree with not less 50% marks in aggregate
BLISc	1 yr	BA/BSc/BCom(10+2+3) or MA/MSc/MCom or equivalent with 50% marks
LLB (Academic)	2 yrs	Bachelor's degree or equivalent with 50% marks
PG Diplomas		
• Computer Application (PGDCA)	1 yr	Bachelor's degree
• Cyber Laws and Ethics (PGDCLE)	1 yr	Bachelor's degree
• Computer Application Teacher Education (PGDCA-TE)	1 yr	Bachelor's degree
• Bio-informatics (PGDBI)	1 yr	Bachelor's degree in Biological Scs, Physical Scs, Computer Sc and Medical Scs with 55% marks
• Journalism and Mass Communication	1 yr	MA 45% or BA 50% marks
• Marketing Management (PGDMM)	1 yr	Bachelor's degree
• Business Management (PGDBM)	1 yr	Bachelor's degree
• Export Management (PGDEM)	1 yr	Bachelor's degree
• Personnel Management & Industrial Relations (PGDPMIR)	1 yr	Bachelor's degree
• Commercial Art (PGD Commr Art)	1 yr	BA/BSc/BCom
• Interior Decoration (PGDID)	1 yr	BA/BCom/BSc and BSc (Home Sc)
• Textile Designing (PGDTD)	1 yr	BA/BCom/BSc and BSc (Home Sc)
• Counselling (PGDC)	1 yr	Bachelor's degree with 50% marks with Psy
• Dress Designing and Tailoring (PGDDDT)	1 yr	BA/BCom/BSc and BSc (Home Sc)
• Gurmat Sangeet (PGDGS)	1 yr	BA with Music/Diploma in Gurmat Sangeet/MA Religious Studies or any other MA/MSc with good knowledge of Gurmat Sangeet
Diplomas		
• Computer Application (DCA)	1 yr	10+2 with 45% marks
• Medical Transcription (DMT)	1 yr	10+2
• E-Commerce (D E-Com)	1 yr	10+2 with 40% marks
• Insurance and Risk Management (DIRM)	1 yr	10+2 with 40% marks
• Library Science (DLibSc)	1 yr	10+2 with 50% marks with Eng

• Cosmetology	1 yr	10+2 with 45% marks
• Home Management	1 yr	10+2 with 45% marks
• Folk Music	1 yr	10+2
• Gurmat Sangeet	1 yr	10+2
Certificate Course in Physical Edn (CPED)	1 yr	10+2. A candidate must be position holder in any District level Must be physically and mentally fit
Certificate Course in Gurmat Sangeet		Matric Pass
Certificate Course in Punjabi Lok Sangeet		Matric Pass

Notification June

Application Procedure For seeking admission to various courses, prospectus with application form can be obtained from the Associate Institutes established by the University

Selection Procedure Selection of the students for admission to various courses in Associate Institute is made on merit basis. Admission to MCA and MBA is made by Entrance Test to be conducted by the University

Commencement of Academic Session July.

Personal Contact Programmes It is a flexible learning teaching based programme. However, the students are required to attend the required number of lectures as per rules.

Academic Activities Instructions to students are imparted in the Associate Institutes through academic lectures on the relevant subjects. The Associate Institutes are set up after on-the-spot physical verification of infrastructure.

System of Examination Annual/Semester

Medium of Instruction English/Hindi/Punjabi English in case of selected courses.

Students Enrolment (2003-2004) 2959 (Men 1268 Women 1691)

Faculty Strength Services of university Teachers are availed as Resource Persons

GURUKULA KANGRI VISHWAVIDYALAYA

Faculty of Distance Education

Haridwar 249 404 (Uttaranchal)

ESTABLISHED 2003

PHONE 245265

DEAN Prof R D Sharma

FAX 01334-245265

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	Intermediate
BSc	3 yrs	Intermediate with science
Diploma in Vedic Karmkand	1 yr	Intermediate
Diploma in Yogic Science	1 yr	Intermediate

Notification July

Last Date September

The syllabi duration and mode of examination are the same as applicable to regular students of the University

Admission The admissions to the above courses are open on all India basis.

Information brochure and application form shall be available on cash payment of Rs 50 from the office of the Registrar upto September 30 or by sending request with Demand Draft of Rs 75 in favour of Registrar, Gurukula Kangri Vishwavidyalaya, Haridwar 249 404 (Uttaranchal) upto September 20

Study Material Printed study material is provided to the students.

Personal Contact Programme The duration of classes will be 15 days for BA/BCom/Diploma in Vedic Karmkand and for BSc and Diploma in Yogic Science; it will be of 40 days. The PCP classes will be held at the concerned department of the University 75% attendance of the student will be compulsory during PCP failing which the candidate will not be allowed to appear in the examination.

Fees (*per annum*) BA/BCom/Dip in Vedic Karmkand Rs 2000; BSc/Dip in Yogic Science Rs 2500.

Medium of Instruction/Examination Hindi/English.

Examination Annual exam are held in April/May at GKV, Haridwar (Uttaranchal).

HIMACHAL PRADESH UNIVERSITY

International Centre for Distance Education and Open Learning

Summer Hill, Shimla 171 005

ESTABLISHED 1971

PHONE 2831327

DIRECTOR Prof V D Kaushik

FAX 0177-2831327

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	12 yrs Sr Sec/10+2
BCA	3 yrs	10+2 with 40% marks
MA (Economics, English, Hindi, History, Political Science, Public Administration, Music, Sociology)	2 yrs	Bachelor's degree
MA/MSc (Maths)	2 yrs	BA/BSc with Maths
MCom	2 yrs	BCom or BA/BSc with Business Administration/Economics/Stat/Maths
BEd	2 yrs	Bachelor's degree with 45% marks for inservice candidates in the State with 2 yrs experience
MEd	2 yrs	BEd with 2 yrs teachers experience
BJMC	1 yr	Bachelor's degree
MJMC	1 yr	BJMC or its equivalent
MBA (Executive)	3 yrs	Bachelor's degree with 50% marks and three yrs service experience and 45% in case of SC/ST
MPhil (English, Hindi, Pol Sc, Econ, History, Commerce)	1 yr	Master's degree in concerned subject with 55% marks (50% marks in case of SC/ST)
PG Diplomas	1 yr	Bachelor's degree
• Personnel Mgt & Labour Welfare (PGDPM&LW)		
• Computer Application (PGDCA)		
• APGDIT	1 yr	Bachelor's degree with 45% marks

Notification June

Last Date September

Courses of Study/Award of Degree The syllabi, duration, examination and degree awarded for these courses are the same as prescribed for the regular students of the university.

Admission is open to candidates residing in any part of the country; contact classes/exams are also held at various centres in the country.

Foreign students residing in India are also allowed admission; they are required to pay in US Dollars.

Application/Selection Procedure The Handbook of Information containing the admission form and details can be obtained from the Centre on cash payment of Rs 15 or Rs 40

124 Himachal Pradesh

through bank draft/IPO drawn in favour of the Director, International Centre for Distance Education and Open Learning (ICDEOL), H P University, Shimla if required by post. It can also be obtained from our Guidance Centre at 27, Sikandra Road, Mandi House, New Delhi. Prospectus and application form can also be obtained from other notified centres in the country. Completed application with requisite fee and documents should reach the ICDEOL by the notified date.

Commencement of Academic Session July.

Spot Admission The ICDEOL has created spot admission centres at various places in the country including *New Delhi*: Himachal Bhawan, 27 Sikandra Road, Opposite Mandi House, New Delhi (Tel 3716383).

Subjects of Study BA English, Hindi, Sanskrit, Economics, Mathematics, Pol Sc, History, Public Administration, Sociology, Music (Vocal & Instrumental).

Academic Activities include mailing of lessons prepared by eminent scholars and teachers, assignments, contact programme etc. In each course, the postgraduate students are sent 10-16 written lessons and the under graduate students are sent 32 lessons in each subject. Students are required to submit 75% of the response sheets within the stipulated date and secure 33% marks to be eligible for taking the exam.

Support Services The ICDEOL have computer laboratory for PGDCA students. There are 32 computers for the practice of students.

Medium of Instruction/Exam English/Hindi or both.

Personal Contact Programme is arranged for 7-15 days at various places in the country. *Med* Amritsar, Ajmer, Bangalore, Bikaner, Calcutta, Chandigarh, Delhi, Dharamshala, Guwahati, Jaipur, Jammu, Jodhpur, Kota, Lucknow, Shimla and Udaipur. *MA/MSc* Amritsar, Chandigarh, Delhi, Dharamshala, Ludhiana and Shimla. *Diploma* Amritsar, Calcutta, Chandigarh, Delhi, Dharamshala, Mandi and Shimla. *BA/BCom* various places in Himachal Pradesh. The ICDEOL reserves the right to change the place/venue of the personal contact programme. The ICDEOL proposes to create more centres for PCP. To be eligible to appear in the examination a student is required to complete the personal contact programme with 100% attendance for *Med* and 80% attendance for other courses. The PCPs are not compulsory except for the courses of *BEd*, *MEd*, *PGDCA* and *BA (Music)*.

Mode of Assessment Assignments based on essay type/multiple choice questions.

Fees Tuition fee (*per annum*) BA Rs 1680; BCom Rs 2030, BEd Rs 8500, MEd Rs 7500, BCA Rs 9050; MBA Rs 9000. MA/MSc (Maths) Rs 2000-2050, MCom Rs 2220, PGDPM&LW Rs 2250 and PGDCA Rs 5000; APGDIT Rs 5500; MPhil Rs 7000 (per semester). BJMC Rs 8000; MJMC Rs 10000. The fee for BA/BCom/BEd/MEd/BCA/MBA are on annual basis whereas for other courses it is per semester. Outside of Himachal Pradesh students are required to pay Rs 200 extra.

System of Examination/Examination Centres There is annual system of examination for BA, BCom, BEd and MEd whereas for other courses there is semester system. Duration of BA/BCom 3 yrs; BEd/MEd/MA/MCom 2 yrs and that of PGDPM&LW and PGDCA is one year. There are examination centres for undergraduate and postgraduate courses all over the Himachal Pradesh where the students of Degree/Postgraduate colleges appear. Outside Himachal Pradesh i.e. in other parts of the country, the examination centres are created on the strength of students in the particular course.

General Failed student may appear as a private candidate, exam forms for private candidates are available from the University.

Students Enrolment (2003-2004) 33245 (Men 20179 Women 13066).

Faculty Strength Professors 5 Readers 16 Lecturers 19.

UNIVERSITY OF HYDERABAD

Centre for Distance Education

P O Central University, Hyderabad 500 046

ESTABLISHED 1993

PHONE 3010500

OFFICER ON SPECIAL DUTY Shri P Murali Krishna

FAX 040-3010120

E-MAIL pmkcede@uohydernet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
PG Diplomas	1 yr	Bachelor's degree
• Computer Science (PGDCS)		
• Cyber Laws and Intellectual Property Rights (PGDCL&IPR)		
• Environmental Economics (PGDEE)		
• Environmental Education & Management (PGDEM)		
• Human Rights (PGDHR)		
• Planning & Project Management (PGDPM)		
• Translation Studies in Hindi (PGDTSH)		
• T V Production (PGDTVP)		
• Library Automation and Networking (PGDLAN)		BLISc
• Telecommunications (PGDTC)		BSc with Maths/Stats or Physics
• Chemical Analysis and Quality Management (PGDCAQM)		BSc with Chemistry
• Communicative English (PGDCE)		Bachelor's Degree
• Business Ethics (PGDBE)		-do-
• Mass Communication and Translation Techniques in Urdu (PGDMTU)		Proficiency in Urdu with Bachelor's Degree

Notification October/November **Last Date** December

Admission is open to Indian/Foreign students and is based on the marks obtained in the qualifying exam and experience in the relevant field. There is some weightage for higher qualification also.

Foreign Students are charged from US \$ 300 to 800 depending on the programme. These students are exempted from the contact sessions; however they have to submit a term paper in lieu of the contact sessions. The exams can be held at the country of their residence, provided the Indian Embassy there helps.

Prospectus with application form can be obtained from the Centre on cash payment of Rs 200 or remittance of bank draft of Rs 250 in favour of Finance Officer, University of Hyderabad, if required by post. Completed applications should reach the Centre for Distance Education, University of Hyderabad, Hyderabad 500046 by the notified date.

Academic Session/Terms January to December. There are two terms in each session - 1st term from January to June and the 2nd term from July to December.

126 Hyderabad

Academic Activities include mailing of course material with self-testing assignments, model questions and assignments, etc. Students have to study 6/8 courses in a programme.

Personal Contact Programmes are held twice a year at the campus - once in each term - for 10 days during which practicals/tutorials are required to be conducted. The contact session (including practicals) has 20% weightage in each course; 75% attendance in contact session is essential

Internal Assessment is an important component with 20% weightage of marks for each course

Programme Fee Indian/Foreign Students PGDCS, PGDCL&IPR, PGDTC Rs 10,000/US \$1000, PGDTVP Rs 8000/US\$ 800, PGDPM, PGDEE Rs.7000/US \$ 700, PGDLAN, PGDCAQM Rs 6000/US\$ 600, PGDEM, PGDCE Rs.5000/US\$ 500, PGDHR, PGDTSH, PGDTMU Rs 3000/US\$400; PGDBE Rs.2500/US\$ 300

Course Contents 6-8 courses/papers in each programme spread over two terms. Each course has 16-20 units. Each unit has about 15-20 pages of study material

Medium of Instruction & Exam English.

Library Facilities are provided on the campus.

Laboratory Facility Computer Lab facility is provided in the centre for PGDCS and PGDCL&IPR courses.

Examinations are held twice a year - normally in June and December

Scheme of Evaluation 20% + 20% + 60% for the assignments, contact sessions and term-end exams. Pass Marks in each paper/course is 40%.

Students Enrolment (2003-2004) 1297 (Men 985, Women 312).

INDIAN INSTITUTE OF TECHNOLOGY BOMBAY

Distance Education Programme

Powai, Mumbai 400 076

ESTABLISHED 2002 FAX 022-25720022 PHONE 25767910

DIRECTOR Prof M U Deshpande

E-MAIL mudesh@it itb.ac in

WEBSITE www dep itb.ac.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
PG Courses in Information Technology	2 semesters	BE

Fees (*per annum*) Rs 1,00,000.

Medium of Instruction/Examination English

Students Enrolment 286 (Men 231 Women 55)

General Satellite Distance Mode, Live Lectures Transmission to Remote Centres.

INSTITUTE OF ADVANCED STUDIES IN EDUCATION

Directorate of Distance Education

Gandhi Vidya Mandir, Sardarshahr, Rajasthan 331401

ESTABLISHED 2002 FAX 01564-223682 PHONES 223050 220025 223642

DIRECTOR Dr K P Pradhan

FACSIMILE 223682

E-MAIL iaseduniv@sancharnet.in

Website iaseduniv.org

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Pass)	3 yrs	10+2
BA (Open)	3 yrs	18 years of age on July with no format qualification and passing the eligibility test
BCom	3 yrs	10+2
BA (Education)	3 yrs	10+2
BSc (Pass)	3 yrs	10+2 with Science
BSc (MRIT)	3 yrs	10+2 with Science
BSc (Medical Laboratory Tech)	3 yrs	10+2 with Science
BSc (Fashion Designing/Textile Designing/Interior Designing)	3 yrs	10+2
BSc (Jewellery Design/Gemology)	3 yrs	10+2
BSc (Bio Tech/Bio Informatics/ Microbiology/Bio Chemistry)	3 yrs	10+2 with Science
BLib Sc	1 yr	Bachelor's degree
BCA/BBA	3 yrs	10+2
BTech (IT)	4 yrs	10+2 with Physics, Chemistry, Mathematics or Computer Sc
BTech (Bio Tech/Bio Informatics)	4 yrs	10+2 with Physics, Chemistry and Biology or Maths
BTech (Civil/Mechanical/Electrical/ Chemical/Automobile/Metallurgical/ Computer Science & Engg/ Electronics & Communication)	4 yrs	10+2 with Physics, Chemistry and Mathematics
BPT	4 yrs	10+2 with Science
MA (Pub Admn/Economics/ History/Pol Sc/Geography/Sociology/ Psychology/Maths/Hindi/English)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom
MA (Journalism & Mass Commun)	2 yrs	Bachelor's degree
MA (Education)	2 yrs	Bachelor's degree

MSc (Physics/Chemistry/Maths/ Botany/Zoology/Electronics)	2 yrs	Bachelor's degree in Science with relevant subject at graduation level
MSc (Bio Informatics/Bio Tech/ Microbiology/Bio Chem)	2 yrs	Bachelor's degree in Bio-Informatics/ Bio Tech/Micobiology/Bio Chem/ Genetics/Industrial Microbiology/ Botany/Zoology/Chemistry/BSc MLT
MSc (IT)	2 yrs	Bachelor's degree in any discipline with Maths as one of the subjects at +2 level
MLib Sc	1 yr	BLib Sc
LLM	2 yrs	LLB
MBA	2 yrs	Bachelor's degree with 55% marks
MTech (IT)	2 yrs	BE/BTech/MSc/MCA/DOEACC 'B' Level or its equivalent
MCA	3 yrs	Bachelor's degree in any discipline with Maths as one of the subjects at +2 level
MTech (Civil/Mech/Electrical/ Bio Tech/Bio-informatics)	2 yrs	BTech/BE/AIME/IETE/BSc (Engg) in relevant subject or its equivalent
MTech (Electronics & Commun)	2 yrs	BE/BTech/DOEACC 'B' level/MCA or its equivalent
MTech (Computer Sc & Engg)	2 yrs	MCA/BE/BTech/MSc/DOEACC 'B' level or its equivalent

PG Diplomas

• Computer Application (PGDCA)	1 yr	Bachelor's degree
• Journalism & Mass Comm (PGDJMC)	1 yr	Bachelor's degree

Diplomas

• Civil/Mech/Electrical/ECE/ Refrigeration & Air Conditioning/ Computer Science	3 yrs	10th
• Physiotherapy/Medical Laboratory Tech/Radio Imaging Tech/ Refraction Optometry	2 yrs	10+2
• Early Child Care Education	1 yr	10+2
• Fashion Designing/Textile Designing/Interior Designing	1 yr	10+2
• Advance Diploma in Jewellery Design/Gemology/Colour Gem Stone	2 yrs	10+2
• Jewellery Design/Jewellery Manufacturing/Gem Identification/ Gem Processing	2 yrs	10+2
• Child Care & Nutrition	2 yrs	10+2

130 I A S E

Certificate in Physiotherapy/ Laboratory Tech/Radio Imaging Tech	1 yr	10th
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Vocational Programmes

Diploma in Computer programming & Information Tech/Computer Application/Fashion Designing/ Secretarial Practice/Information Tech	1 yr	10+2
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Certificate in Publishing & Office Management/Computer Accounts & Operator/Computer Hardware Tech/ Desk Top Publishing/Radio/TV Repairing/Cutting Tailoring & Dress Making/Stenography/Textile Designing/Electrical Tech/ Refrigeration & Air Conditioning Repair	1 yr	10th
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Admission is open on all India basis.

Prospectus with application enrolment and examination form may be obtained from the University or Study Centre on cash payment of Rs 100 or Rs 130 through Bank Draft in favour of Registrar, IASE Deemed University, Gandhi Vidya Mandir payable at Sardarshahr, if required by post. Complete application, enrolment and examination should reach the university by the notified dates.

Academic Activities include lesson/assignments, response sheets, lecture scripts, classes, contact programmes, A/V lessons etc. The student is expected to obtain 40% marks in each paper prescribed in the syllabus.

Academic Session June and January

Medium of Instruction/Exam English/Hindi

Examinations Semester Examination shall be conducted in the month of June and December, Annual examination may be conducted either in June or December as the case may be

Student Enrolment (2003-2004) 11954

INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES

Department of Extra Mural Studies & Distance Education

Govandi Station Road, Deonar, Mumbai 400 088

ESTABLISHED 1993 FAX 022-25563257 PHONES 25563254-56/25584012

HEAD Dr R K Sinha E-MAIL emsups@vsnl.net

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
Master in Population Studies (MPS)	2-4 yrs	Master's degree in Social Science subject including Maths/Stats. Persons holding Master's degree in Medical/Health and allied sciences are also eligible.

Notification February/March *Last Date* June/July

Admission is open to candidates on all India basis and to Government, non-Govt officials from ESCAP and other countries.

Application Procedure Prospectus with application form can be obtained from the Institute through requisition either in person or by post. Completed application with processing fee of Rs 200 in case of Indian applicants and US \$ 25 for personnel from SAARC/ESCAP region countries, through bank draft in favour of the Director, IIPS Mumbai should reach the Institute by the notified date.

Academic Activities include instructional course material for self study and self-assessment exercises. Candidates are required to complete and return the assessment exercises, which carry 20% weight, within two months. Completion of assignments is obligatory for appearance in annual exam.

Contact Programme Contact programme is organised twice in a year. One in May/June and another in November/December, each of ten days duration to give feedback on course material, lab exercises related to technical papers, computer application and preparation of term paper/dissertation. A student is required to attend at least one contact programme in the maximum duration of four years.

Subject of Study Statistical Methods for Population Studies; Concepts in Social Sciences, Introduction to Demography, Fertility; Morbidity, Mortality and Reproductive Health; Spatial Distribution, Migration and Urbanization; Projection of Population, Population and Development, Population Policy, Programme Management and Evaluation; Research Methodology, Computer Applications; Bio Statistics/Urban and Regional Planning.

Examination consists of 14 papers and is held twice a year after the contact programme/sessions at the Institute. At the end of the exam, each student is assigned a topic for preparation of term paper. Candidates are required to complete the term paper within two months. Viva-voce exam also forms a part of the final exam which is conducted after appearing in all papers.

Fees Course Fee *Indian applicant* Rs 5,000, *Foreign Students* for the entire course including study materials US \$ 1,500.

Medium of Instruction English. However, a student can write his/her paper in Hindi also.

Special Features The programme is expected to serve government as well as non-government officials involved in health, family planning, teaching, training and

132 I I P S

implementation of population orientation programmes at various levels as a part of the human resource development.

Students Enrolment (2003-2004) - 92 (Men 60 Women 32)

Faculty Strength Professors 8 Readers 13, Lecturers 5

Commencement of Academic Session August

JAIN VISHVA BHARATI INSTITUTE

Directorate of Distance Education

JVBI, Ladnun 341 306

ESTABLISHED 1992

PHONES 222110 222230

REGISTRAR Dr J R Bhattacharyya

FAX 01581-222116

DEPUTY DIRECTOR Dr Anand Prakash Tripathi E-MAIL ddejvbi@hotmail.com

WEBSITE www.jvbi.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA	3 yrs	10+2 or equivalent or Institute's Pre-Test
Bridge Course	1 yr	10+2+2 or equivalent
MA (Jainology)	2 yrs	Bachelor's degree (10+2+3)
MA/MSc (Science of Living)	2 yrs	Bachelor's degree (10+2+3)
Certificate Course	3 months	10+2 or equivalent
Non-violence & Peace		

Notification June/July

Last Date August

Admission is open on all India basis

Application Procedure Application form and prospectus can be obtained from the Registrar, JVBI, on payment of Rs 30 in cash or Rs.50 by MO/IPO/DD payable to Jain Vishva Bharati Institute, Ladnun. Completed application should reach the Institute by the notified date.

Entrance Test for admission to BA course in respect of those candidates who have no formal qualification is held sometime in August at Ladnun and different centres in India. The test consists of two papers of three hours duration each mostly containing objective type questions in Hindi/English, GK and Elementary Maths. After passing the entrance test, candidate is eligible to get admission to BA course. The fee for the entrance test is Rs.400. Application form for Entrance Test can be obtained by sending a self addressed and stamped envelope from the Institute. Completed application with DD of Rs.400 should reach the Registrar, JVBI, Ladnun 341 306 by the notified date.

Academic Activities include despatch of lessons/study material, contact classes etc. The candidates are required to submit their sessional work regularly.

Subjects of Study **BA Compulsory** General Hindi or General English, Jain Vidhya or Jain Jantar Darshan. **Optional** Any two Hindi Literature, English Literature, Political Sc, Science of Living, Prakrit Sanskrit, Non-violence. **MA (Jainology)** Jain History, Culture, Literature & Art; Jain metaphysics and ethics; Meditation, yoga and theory of karma, Jain logic & epistemology; Jain Agam; Anekant naya nikshepa & syadvada, Jain religion & philosophy & Indian religion & Philosophy; Jain religion & philosophy & western religion & philosophy. **MA/MSc** Science of Living; Preksha Meditation & Yoga; Science of living and value education; Applied human anatomy and physiology; Applied psychology and science of living; Spiritual and Science; Science of living in self-management; Science of living and health; Applied SOL, and research methodology. **Bridge Course Compulsory** Jain Vidhya or Jain and Jantar Darshan. **Optional** Any two Science of Living, Non-violence & Peace, Prakrit, Sanskrit

134 Jain Vishva Bharati

Medium of Instruction/Exam Hindi/English

Fees (Per annum) BA/Bridge Course Rs.1800, MA (Jainology) Rs.2300, MA/MSc Rs.2600, Certificate Course Rs.200

Contact Classes are held at Ladnun, Calcutta, Chennai, Delhi, Bangalore, Jaipur, Mumbai, Surat (Udhna), Ahmedabad for 10 days. Attendance in contact classes and practical classes as prescribed in the syllabus is compulsory.

Examinations are held in August/September at Ladnun and different centres in India. Pass marks 36% in BA, 50% in MA.

System of Examinations (a) Assessment of sessional work *MA* 20% *BA* 30% (b) Written examination *MA* 80% *BA* 70%.

Students Enrolment (2003-2004) 2363 (Men 990 Women 1373)

JAMIA HAMDARD

Directorate of Distance Education

Hamdard Nagar. New Delhi 110 062

ESTABLISHED 2004 FAX 011-26059663 PHONE 26059688

DIRECTOR Dr S H Hasan E-MAIL inquiry@jamiahamdard.edu

WEBSITE jamiahamdard.edu

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
BSc (Optometry)	4½ yrs	10+2 with Bio with 50% marks

Medium of Instrcution English.

Fees (*per annum*) Rs 55,000.

JAMIA MILLIA ISLAMIA

Urdu Correspondence Course (Department of Urdu)

Jamia Nagar, New Delhi 110 025

ESTABLISHED 1970

PHONES 26836867 26831717

HONY DIRECTOR Prof Mohd Miyan

FAX 011-26821232

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
Certificate in Urdu	1-2 yrs	Knowledge of Hindi/English

Request for Application

Throughout the year

The purpose of the course is to teach Urdu language through the medium of Hindi/English

Fees No tuition fee is charged. Books are supplied free

Admission is open to Indian and foreign nationals. Application form can be obtained from JMI free of cost by sending a self-addressed stamped (Rs 5) envelope of 24 x 12 cm size. Completed applications alongwith an IPO of Rs 50 for (Hindi medium) and (English medium) should reach the Head, Department of Urdu, Jamia Millia Islamia, Jamia Nagar, New Delhi 110025. Students from outside India should send bank draft for US \$ 10.

Course is divided in three stages. Printed material in the form of books is supplied as instructional material. Each stage normally takes 3-4 months. Candidates are required to send written assignments for evaluation. In case it is found satisfactory, the second book is sent. In case the work at the second stage is found satisfactory, the third book is sent. After having completed the study of the third book, the student is required to send two final assignments in Urdu (from prose/poetry lessons) alongwith a letter in Urdu giving his impression about the course. The final assignments are considered for awarding the certificate.

Students Enrolment (2003-2004) 403 (Male 290, Female 113) Foreign students 4.

UNIVERSITY OF JAMMU

Directorate of Distance Education

New Campus, Jammu 180 006

ESTABLISHED 1976 FAX 0191-430828 PHONE 2430828

DIRECTOR Dr Santokh Ram E-MAIL santokh@nde.net.in

WEBSITE www.JamVarsity

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	12 yrs Hr Sec/10+2 or equivalent
Bridge Course BA/BCom	1 yr	for graduates of 10+2+2 pattern from this Univ only
MA (Hindi)	2 yrs	BA (10+2+3) with Hindi as one of the subject
MA (Urdu)	2 yrs	BA (10+2+3) with Urdu as one of the subject
MA (English)	2 yrs	BA/BCom/BSc with Eng Lit as an Elective subject or BA/BCom/BSc with II Div
MCom	2 yrs	BCom (10+2+3) or BA/BSc with Ist Div under 10+2+3 system alongwith PGDBM with 48% marks
MSc (Fisheries)	3 yrs	BSc (10+2+3) with following combinations: (i) Bot+Zool+Indl Fish & Fisheries (or other combinations with Indl Fish & Fisheries as approved by the Univ of Jammu), (ii) Bot +Zool+ Chem/BVSc/ BFSc/BSc (Agri)
BEEd	2 yrs	(i) Bachelor's degree or equivalent (ii) Teachers serving in recognised schools with a minimum of two years of Teaching experience
MEd	1 yr	BEEd
LLB (Acad)	2 yrs	Bachelor's degree
PG Diploma in Business Management	1 yr	Bachelor's degree
Certificate Course in Urdu (Hindi Medium)	6 months	Matric
Certificate Course in English Improvement	6 months	Matric

Notification July

Last Date August/September

The syllabi and courses of study are the same as prescribed for the regular courses of the university.

138 Jammu

Admission is open to candidates residing in any part of the country (**except BEd**); contact programmes and examinations are however conducted at Jammu

Prospectus with application form can be obtained from the Directorate on cash payment of Rs 100 for BEd, Rs 50 for MEd and Rs 30 for other courses or by sending a bank draft for the specified amount in favour of the Director, Directorate of Distance Education, University of Jammu, Jammu, if required by post alongwith self-addressed stamped (Rs 35) envelope of size 18 x 24 cms. Completed applications should reach the Directorate by the notified date

Academic Activities include instructional material for home study, lessons prepared by experienced teachers, internal assessment, response sheets, written assignments etc. Candidates are required to return response sheets for evaluation, they should submit 75% of the response sheets to be eligible for appearing in the exam. The Directorate has also initiated the process of developing audio-video cassettes for its programmes

Medium of Instruction & Exam English.

Personal Contact Programme is organised for a fortnight at centres where there is concentration of students and where facilities with regard to accommodation and residence are available. **BEd** Personal contact programme is arranged twice a year at Jammu

Teaching Practice for a period of 28 days is also organised at different centres at Jammu. Candidates undergoing the personal contact programme have to secure 80% attendance.

PG Diploma in Business Management Personal Contact Programme is arranged for 20 days at Jammu. **Internal Assessment** is awarded on the basis of written assignments in each paper/subject

Study Centres The university has decided to set up one Study Centre at every district headquarter in Jammu for student support services to the enrolled students of the Directorate.

Subjects of Study BA (i) General English (ii) *Any three*: Business Management, Economics, Education, English Literature, Hindi, History, Maths, Persian, Philosophy, Political Sc, Punjabi, Sanskrit, Psychology, Marketing Management, Geography, Sociology and Urdu

MCom The syllabus for each paper is divided into suitable number of lesson units/lecture scripts. Lessons of various subjects are despatched twice a month. The Directorate holds two contact programmes in the course of the academic session which carry 20% marks in each paper. At the end of each semester, an exam is held. The date for each semester exam and reappear exam is the same as for regular students of the university.

LLB (Acad) It is an academic degree and does not entitle the recipient to undertake professional work in a court of Law. Students are required to submit 25% response sheets for each subject. Contact programme/exam is organised at Jammu only.

BEd Besides teaching practice for a period of 28 days, personal contact programme is arranged twice a year at Jammu.

MEd The course comprises of two semesters. First semester has four compulsory papers and the second semester has three compulsory papers and an optional paper alongwith dissertation. Study material of the course is SIM model. The candidates are required to attend 66% lectures in each semester in the form of PCP. The candidates have to submit one assignment in each course (paper) and has to appear in class test during PCP to earn eligibility to appear in examination.

Certificate Course in Urdu Admission is given in January and August.

English Improvement Course The course has been designed to improve the professional competence of inservice employees. Admission is given in January and August.

Academic Session Each academic year is divided into two terms: First term August 1 to December 17, Second term January 8 to May 31

Library The Directorate has a well equipped library. The students can also consult books in the main library of the University of Jammu

Fees (per annum) BA/BCom/Bridge Course Rs 1360, MCom Rs 1560, MA Rs 2375; MSc Rs 29020, BEd Rs 8160 other than Jammu Rs 8460; MEd Rs 5500, LLB Rs 1770; PGDBM Rs 1535, Cert Rs 500

Examination is conducted in April/May or at the end of semester at the same centres for regular students

General The University has not authorised any outside educational/private institution to enrol students on behalf of the university. Students are not allowed to remain on rolls exceeding 4 yrs. Candidates undergoing other university courses are not eligible for admission to the course

Students Enrolment (2003-2004) 4252.

Proposed Course 1-yr PG Diploma Course in Computer Applications

JANARDAN RAI NAGAR RAJASTHAN VIDYAPEETH

Directorate of Distance Education

Pratap Nagar, Udaipur 313 001

ESTABLISHED 2001

PHONES 2494365 5130888

DIRECTOR Dr S L Gupta

FAX 0294-2494365

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom/BBM	6 semesters	10+2 in any stream
BCA	6 semesters	10+2 with Maths
BTech (Electronics & Commun/IT/ Mech/Aeronautical/Chemical/Civil/ Elect/Computer Sc/Elect & Telecom/ Biotech/Marine)	8 semesters	*
BSc (MLT)	6 semesters	10+2 with Bio or ACMLT of with 6 JRN RV Univ months training
BSc (Opt)	6 semesters	10+2 with Bio with 1 yr training
BSc (Fashion/Interior/Textile Design) *		*
BSc (Bio)/BSc (Maths)	6 semesters	*
Bachelor of Science in Physician Assistant (BS-PA)	6 semesters	*
Bachelor of Science in Homoeopathy Pharmacy (BS-HP)	6 semesters	*
Bachelor of Science in Ayurvedic Pharmacy (BS-AP)	6 semesters	*
Bachelor of Science in Agriculture Science (BS-AG)	6 semesters	*
Bachelor of Science in Alternative Medicine (BS-AM)	6 semesters	*
Bachelor of Science in Patient Care & Nursing Management (BS-PC&NM)	8 semesters	*
Bachelor of Science in Nursing (Post Basic)	4 semesters	*
Bachelor of Science in Homoeopathy * Physician Assistant (BS-HPA)		*
Bachelor of Science in Ayurvedic Physician Assistant (BS-APA)	*	*
Bachelor of Science in Veterinary Physician Assistant (BS-VPA)	*	*

Bachelor of Science in Patient Care & Nursing (BS-PC&N)	*	*
BPT	8 semesters	10+2 with Bio with 6 months training
BE (Computer Sc/Printing/Bioinformatics/Mechanical/Forestry/Architectural/Inf Tech/Elect & Commun)	*	*
MA (Econ/History)/MCom	4 semesters	Bachelor's degree in any stream
MSc (MLT)	4 semesters	BSc (Bio/Micro/MLT/BT)
MSc (Computer Science)	4 semesters	Bachelor's degree & 10+2 with Maths & Maths in Graduation
MSc (Biochem/Bioinformatics)	4 semesters	*
MSc (Microbiol/Biotech)	4 semesters	BSc (Bio/Micro/MLT/BT)/BAMS/MBBS/BHMS/BPT
MCA	6 semesters	Bachelor's degree & 10+2 with Maths or Maths in Graduation
MBA (Marketing/Finance/International Bus/Insurance)	4 Semesters	Bachelor's degree in any stream
MTech (Computer Sc/Electronics & Telecom/Mech/Civil/Elect)	4 semesters	*
ME (Computer Sc/Electronics & Commun/Mech/Forestry/Inf Tech)	*	*
Diplomas		
• Teaching of Arts & Crafts Edn (DTACE)	4 semesters	10+2 in any stream
• Medical Lab Technology (DMLT)	4 semesters	10+2 with Bio
• Hospital Management (DHM)	*	*
• Radiology Technology (DMRT)	4 semesters	10+2 with Bio
• Homoeopathic Pharmacy Sc (DHPS)	4 semesters	*
• Ayurvedic Pharmacy Science (DAPS)	4 semesters	*
• Veterinary Pharmacy (DVP)	4 semesters	10+2 with Bio
• Physiotherapy Technology (DPT)	4 semesters	10+2 with Bio with 6 months training
• Computer Software Tech (DCST)	2 semesters	10+2 with Maths
• Computer Hardware Tech (DCHT)	2 semesters	10+2 in any stream
• Nursing Assistant (DNA)	*	*
• Mechanical/Civil/Electrical/Computer Sc/Electronics & Telecom/Automobile Engg	*	*

142 Janardan Rai Nagar

PG Diplomas

- Computer Application (PGDCA) 2 semesters Bachelor's degree & 10+2 with Maths & Maths in Graduation
- Clinical Pathology (PGDCP) 3 semesters BSc (Micro/Bio/MLT/BT)/BAMS/MBBS/BHMS/BPT
- Foreign Trade (PGDFT) * *

Certificates

- Teaching of Nursery Education (CTNE) 2 semesters *
- Teaching of Nursery Education (Maths & Eng)(CTNE-M&E) 2 semesters *
- Multipurpose Health Worker (CMPHW) 2 semesters *
- Medical Lab Technology (CMLT) 2 semesters 10th Science
- Optometry Technology (COpt.T) 2 semesters *
- Physiotherapy Technology (CPT) 2 semesters *
- Nursery Teachers' Training Education (CCNTTE) 2 Semesters *
- Automobile Engineering Services *
- Mechanical Engineering Services *
- Air Conditioning & Refrigeration Engg Services *
- Electronics Engineering Services *
- Video Communication Engineering Services *
- Electrical Engineering Services * 1*

Medium of Instruction/Examination Hindi/English

Students Enrolment (2003-2004) 3721.

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY*

School of Continuing and Distance Education

Mahaveer Marg, Hyderabad 500 028

ESTABLISHED 1983

PHONES 3318055 3391442

DIRECTOR Dr R Varaprasada Rao

FAX 040-3397648

E-MAIL scdejntu@hd2 dot net in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BTech	4 yrs	Diploma in the concerned branch of Engineering with one year experience and to be working in Andhra Pradesh at the time of application
• Civil (180 seats)		
• Computer Sc & Engg (60 seats)		
• Electrical & Electronics (150 seats)		
• Electronics & Communication (150 seats)		
• Mechanical (180 seats)		

Notification June

Last Date August

Admission is open to inservice diploma holders in Engineering in the State of Andhra Pradesh with one year experience and is based on ranking at the entrance exam conducted by the University.

Seats are reserved for SC/ST/BC candidates.

Prospectus and application forms can be obtained from the Director of Evaluation, JNTU, Hyderabad 500 028 on payment of Rs 50 or as notified through bank draft in favour of Registrar, JNT University, with self addressed stamped (Rs 10) envelope of 28 x 21 cms size. Completed applications should reach the University by the notified date.

Credit System The BTech programme is offered on the basis of credit system to have flexibility in the system. A student can have the choice in courses of study and go through the programme at his own pace, a factor of great convenience for working engineers. Unit System is adopted, giving 8 credits for the theory and 4 credits for Lab courses. Each course is treated as independent unit for evaluation and successful completion.

Instructional Material Supply of printed instructional material is made for home study. The syllabus is broken up into 20 units. Lab manuals are supplied for each lab course. Assignments are appended for student responses besides self assessment questions at the end of each unit. The assignments are evaluated and returned to the candidates pointing out the inadequacies in the responses.

Personal Contact Programmes are arranged for theory and practicals for 2-3 weeks continuously and conducted at Anantapur, Kakinada and Hyderabad centres. While the attendance in theory contact programme is optional, attendance in practicals is compulsory.

Study Centres JNTU Constituent Colleges of Engineering at Anantapur, Kakinada and Hyderabad. Computer facilities are available at these Colleges in the form of number of PCs. In addition students can also avail of the facilities on Main Frame Computer System (OMEGA 58000) at the University Computer Centre.

Medium of Instruction/Exam English

144 J N T U

Fees Tuition fee (*per annum*) Rs 8,000 The programmes are offered on self-supporting basis. Each candidate has to register by paying Rs 1,000 for each course There will generally be 8 courses each year including 2 lab courses

Examinations for all theory courses are held at the end of the academic year at all the study centres Supplementary exams are held around middle of the academic year

Students Enrolment (1999-2000) 60 (Men 48 Women 12) for Computer Science & Engineering

Miscellaneous *Commencement of Academic Session* October *Faculty Strength* Professors 2 Readers 2 Lecturers 2 Academic Consultants 5

JIWAJI UNIVERSITY
Institute of Distance Education
Gwalior 474 011

ESTABLISHED 1995 FAX 0751- 2341450 PHONES ' 5001054 5016817
 DIRECTOR Prof U P Verma E-MAIL info@idejug.org
 DY DIRECTOR Dr R J Rao WEBSITE www.idejug.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom/BSc	3 yrs	10+2
BBA (RTM)	3 yrs	10+2
BLib	1 yr	Bachelor's Degree in any stream
BJMC	1 yr	Bachelor's Degree in any stream
MA (Econ, History, Sociol, Pol Sc, Geography, Pub Admn, English, Hindi, Sanskrit, Drawing & Painting)	2 yrs	Bachelor's Degree in any stream
Master of Social Work	2 yrs	Bachelor's Degree in any stream
MBA (RTM)	2 yrs	Bachelor's Degree in any stream
MBA (Chemical Sales & Marketing Management)	2 yrs	BSc (Chem)/BSc (Ag)/BPharm
MJMC	1 yr	BJMC
PG Diplomas	1 yr	Bachelor's Degree in any stream
<ul style="list-style-type: none"> • Psychological Counselling (PGDPC) • Tourism & Hotel Management (PGDTHM) • Computer Application (PGDCA) • Human Resources Development (PGDHRD) 		

Notification July *Last Date* December

Admission is open to candidates all over India Selection on merit

Application Procedure Bulletin of information and application form can be obtained from the Institute of Distance Education, Jiwaji University, Gwalior 474011 on cash payment of Rs 200 or Rs 250 through bank draft drawn in favour of the Registrar, Jiwaji University, Gwalior if required by post. Completed application should reach the Institute by the notified date.

Subjects of Study As per Jiwaji University syllabus.

Academic Activities include self instructional teaching material, contact programmes, written assignments, field work/project work/lab work etc

System of Examination/Examination Centres Examinations are conducted annually at Gwalior and other study centres in the Jiwaji University jurisdiction. Written and practical examination will be conducted as per declared schedule by the University. *Pass Marks* Assignment 40%, Theory exam 30%, Total aggregate 40%. A candidate failing one/two

146 Jiwaji

papers shall be allowed to appear in supplementary examination (Distance mode) conducted by the University

Study Centres Institute of Distance Education, Jiwaji University, Gwalior, Govt Nehru Degree College, Sabalgarh; Govt Chhatrasal College, Pichhore; Govt Govind Degree College, Seondha, Govt Degree College, Kolaras

Commencement of Academic Session September.

Medium of Instruction Hindi/English.

Fees (*per annum*) BA/BCom Rs 1500, BSc (PCM, ZBC) Rs 2100, BSc (Microbiol, B,C, Computer Sc, M,P)/BBA (RTM) Rs 2500, BLib Rs 5000, BJMC Rs 6000, MA Rs 2500, MA (Practical subject) Rs 3500, MLib/MSW Rs 6000, MJMC Rs 7000, MBA/MCA Rs 10,000, PGDPC/PGDTHM Rs 8000, PGDCA/PGDHRD Rs 10,000

Students Enrolment (2003-2004) 475 (Men 290 Women 185).

Faculty Strength Professor 1, Readers 2

KAKATIYA UNIVERSITY

School of Distance Learning and Continuing Education

Warangal 506 009

ESTABLISHED 1988 FAX 0870-2438000 PHONE 2439992

DIRECTOR Prof N Linga Murthy E-MAIL sdlcecs@sancharnet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
CLISc	6 months	Intermediate (10+2)
Pre-Degree Course	2 yrs	16 yrs for those who have no formal (equivalent to Intermediate) education but have passed or SSC passed
BA	3 yrs	18 years for those who have no formal educational qualification but have passed the Eligibility Test of this University
BA/BCom (Direct Admission)	3 yrs	Intermediate(10+2) or its equivalent certificate course
BA/BCom (Eligibility Test)	3 yrs	18 years for those who have not formal educational qualification but have passed the ET of this University
BCom (Computers)	3 yrs	Intermediate (10+2) or its equivalent certificate course
BGL	2 yrs	Bachelor's degree
BLISc	1 yr	Bachelor's degree
BCJ	1 yr	Bachelor's degree with compulsory subject in languages, 50% of seats reserved for accredited working journalists
BEd	2 summers	Bachelor's degree with minimum 2 yrs service in teaching profession (Regular)
MA (Economics, English, Hindi, History, Political Science, Public Administration, Urdu, Telugu, Sanskrit)	2 yrs	Bachelor's degree with a subject concerned
MA Sociology	2 yrs	Bachelor's degree
MA/MSc (Maths)	2 yrs	Bachelor's degree with a subject concerned
MCom	2 yrs	Bachelor's degree with a subject concerned
MSc (Environmental Sc)	2 yrs	Graduate in Sc/Engg. Ment in qualifying exam
MSc (Psychology)	2 yrs	Bachelor's degree with subject concerned or a professional with Graduation

148 Kakatiya

MEd	2 Summers	BEd with 2 yrs minimum service in teacher profession
MCA	3 yrs	Bachelor's degree with Maths and merit obtained in the ICET
MAPMIR	2 yrs	Bachelor's degree
MBA (Distance Mode)	3 yrs	Bachelor's degree with minimum 2 yrs supervisory experience Merit in the ET of the University
LLM	3 yrs	LLB degree with 45% aggregate marks (Merit obtained in qualifying exam)
MPhil (Botany, Chemistry, Commerce, Economics, English, History, Maths, Physics, Pol Sc, Public Admn, Telugu, Zoology, Hindi, Environmental Scs/DE)	2 summers	Inservice lecturers/teachers with minimum 2 yrs of teaching experience and PG Degree in concerned subject
MPhil (Environmental Scs)	2 yrs	Inservice lecturers/teachers with minimum 2 yrs of teaching experience and PG degree with the concerned subject.
PhD (Distant Education/ Environmental Sciences)	5 yrs	Inservice lecturers/Researchers working in a college or Research Organisation.
PG Diplomas		
• Business Management (PGDBM)	1 yr	Bachelor's degree
• Distance Education (PGDDE)	1 yr	Bachelor's degree
• PGDIS (Regular)	2 semesters	BCA (as per the University Rules)
• Computer Applications (PGDCA) (Evening)	1 yr	Bachelor's degree (preferably for employees)
Proposed Programmes		
Certificate Course in Eng Lang	6 months	Intermediate (10+2)
BA (Tourism and Travel Mgt/ Computers)	3 yrs	18 years for those who have no formal educational qualification but have passed the ET of this University
BA (Music)	3 yrs	Intermediate and pass in eligibility test with necessary aptitude in Music
MA (Tourism and Travel Mgt/ Education)	2 yrs	
MPhil (Physical Education)	2 yrs	
PG Dip in Physiotherapy	1 yr	Any science graduate
PG Dip in Sanskrit	1 yr	Bachelor's degree

Notification	June/July	Last Date	August/September
	October/November (professional courses)		December/January (professional courses)

Prospectus with application form can be obtained from the School on payment of Rs 50-60 or as notified through bank draft in favour of the Director of the School and payable at State

Bank of Hyderabad, if the form is desired by post Rs 10 to be included for postage. Completed applications with registration fee and 1st term fee should reach the School by the notified date. For admission into BA/BCom courses applications will be sold and received in all SDLCE Study Centres in the State.

Open University System BA/BCom Under liberal education system is offered to candidates with 18 yrs of age and without basic qualifications. Admission is subject to passing the eligibility test conducted by the School at Warangal. The eligibility test is generally conducted in January/February.

Academic Activities The course material includes model question papers and some suggested reading for the benefit of students.

Contact Programme is devised to arrange formal teaching classes, lectures and group discussion. The School arranges special summer camps for coaching before exams. Contact programmes for undergraduate courses are conducted at 45 Study Centres in the State while that for PG and other courses are conducted at Warangal only.

Student Facilities Audio-video extension, extension lectures, library, guidance cell, newsletter, journals etc.

Fees (per annum) BA/BCom (General) Rs 1600, BA/BCom (Computers) Rs 2300, MCom/MA/MSc (Maths) Rs 2500, MA Rs 2000, MSc (Env Sc) Rs 10000, PGDBM Rs 2700, PGDDE Rs 1500, LLM Rs 6300, CLISc Rs 1625, BLISc Rs 2550, MPhil 6000-10,000, PGDCA Rs 12000.

Medium of Instruction & Exam English/Telugu

System of Examination The exams for all the courses are conducted annually, supplementary exams are conducted for undergraduate courses only.

Students Enrolment (2003-2004) 29479 (Men 17044 Women 12435)

UNIVERSITY OF KALYANI
Open and Distance Learning Centre
Kalyani, Nadia 741 235

ESTABLISHED 2004

PHONES 25808371, 25828750

DIRECTOR Dr Ratneswar Bhattacharjee

FAX 033-2582828

E_MAIL ratand15@hotmail.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BCA	3 yrs (or 2) ^{2*}	10+2
Horticulture & Food Processing	1 yr	10+2
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Sericulture • Pesticulture • Rural Development • Bio-Pesticides 		
Certificates	1 yr	10+2/Intermediate
<ul style="list-style-type: none"> • Sericulture • Pesticulture 		

* Duration of the course would be finalised soon.

KANNADA UNIVERSITY

Distance Education Centre

**Hampi, Vidyaranya 583 276
Kamalapura Hospet Tq Bellary Distt**

ESTABLISHED 2001 FAX 08394-441334 PHONE 441337
COORDINATOR Dr A Mohana E-MAIL distance@kavi hampi org
WEBSITE www.kavihampi org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
P G Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Karnataka Studies • Functional Kannada • Dalith Studies • Archaeology,Culture & Tourism • Women Studies • Development Communications • Art of Handicrafts • Folk Music • Theatre Arts • Indigenous Knowledge • Tribal Studies • Translation Studies • Dravidian Studies • Epiygraphical Studies • Kannada Literature 		
Diplomas		
• Archaeology, Culture & Tourism	1 yr	Matriculation & five years experience in particular field
• Developments Communication	1 yr	-do-
• Art of Handicrafts	1 yr	-do-
• Folk Music	1 yr	-do-
• Theatre Arts	1 yr	-do-
• Indigenous Knowledge	1 yr	-do-
• Tribal Studies	1 yr	-do-
• Epiygraphical Studies	1 yr	-do-
• Administrative Kannada	1 yr	Matriculation
• Folk Arts	1 yr	Matriculation

152 Kannada

Certificates

• Research Methodology	6 months	Postgraduate
• Tamil Language	1 yr	SSLC
• Telugu Language	1 yr	SSLC
• Malayalam Language	1 yr	SSLC
MA (Kannada)	II yr	**
MA (Kannada)	III yr	***

** Those who have passed BA degree Exam of any recognised University with Kannada optional subject Those who have passed BA, BCom, BSc Exam of any recognised university securing not less than 50% of marks in Kannada language under Part I is eligible for registration to the Master degree course in Kannada language In the case of SC/ST candidates the minimum percentage required in the degree is not less than 40% Those who have passed degree exam before 1989 the minimum percentage of marks is not applicable. Those who have passed BA/BCom/BSc exam and who have passed other exam as noted below shall be eligible for registration to Kannada MA course (a) Passed in 'Kannada Ratna' or 'Kannada Pandit Parikshe' conducted by Kannada Sahitya Parishat; (b) Those who have PG Diploma in Kannada literature

*** Three years MA course for any general degree holders of any recognised University Selected candidates should take PG Diploma in Kannada Literature as a part of course in First Year Then only they are eligible for admission to second year

Medium of Instruction/Examination Kannada

Students Enrolment 101 (Men 66 Women 35).

KANNUR UNIVERSITY

School of Distance Education

Kannur University Campus, Kannur 670 562

ESTABLISHED 2003 FAX 0497-2782190 PHONE 0498-2782351

DIRECTOR Prof M Abdul Salim E-MAIL cnn-knruty@sancharnet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Economics/English)	3 yrs	10+2/pre degree or equivalent
BCom	3 yrs	10+2/pre degree or equivalent
MA (English)	2 yrs	Bachelor's degree in Eng/Functional English with 45% marks or pass in BA/BSc with not less than 50% marks in part I English
MCom	2 yrs	BCom/BBS equivalent exam with not less than 45% marks in part III
MSc (Maths)	2 yrs	BSc Maths with not less than 50% marks in Part III main (excluding subsidiaries)

Fees (per annum) BA Rs 1025; BCom Rs 1300; MA (English) Rs 2225, MCom Rs 2725, MSc (Maths) Rs 3225.

Medium of Instruction English.

Students Enrolment 455 (Men 173, Women 282).

UNIVERSITY OF KASHMIR

Centre of Distance Education

Naseembagh Campus, Hazratbal
Srinagar 190 006

ESTABLISHED 1976 FAX 0194-2429810 PHONE 2429810
DIRECTOR Prof A M Shah EMAIL disedu@kashmiruniversity.net

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Urdu)	2 yrs	Graduation 10+2+3, Urdu as one of the subject with 40% marks
MA (Economics)	2 yrs	Graduation 10+2+3, Econ as one of the subject with 40% marks BSc (Ag) is also eligible
MA/MSc (Maths)	2 yrs	BA/BSc (10+2+3), Maths as one of the subject with 40% marks
MCom	2 yrs	BCom (10+2+3) with 40% marks or MA Econ or Diploma in Business Management/Administration
BEd	2 yrs	Inservice teachers having 3 years teaching experience and 45% at graduation level Fresh graduates having 45% marks 10+2+3 pattern are also eligible. Selection to the course is based on merit in the entrance test.
MEd	2 yrs	BEd with 45% marks and having 3 years teaching experience. For fresh BEd graduates 60% marks at BEd level Admission on entrance test merit
LLB	2 yrs	BA/BSc/BCom (10+2+3) with 40% marks
CLib	1 yr	Matriculation/Hr Secondary 10+2 exam of J&K Board of School Education
BA/BCom Part I,II,III (Private)	3 yrs	Higher Secondary (10+2)
PG Courses (Private)	2 yrs	BA/BCom

Courses of Study/Examination/Award of Degree The syllabi, courses of study, examination and award of the degree is the same as prescribed for the regular students of the University.

Methods of Instruction Printed study material, response sheets, personal contact programmes, extension lectures, guidance and counselling, radio lessons. Lectures on Doordarshan Kendra by eminent scholars from time to time. Audio-Visual facility is available in the Centre for the benefit of students.

Medium of Instruction/Examination English.

Personal Contact Programme extends to one month separately held for 15 days each. The first contact programme is held at the beginning of the course and the second at the end of the academic year. 66% attendance in the contact programme is compulsory.

BEd Instruction is imparted through intensive lecture programmes during two consecutive winter vacations (four weeks each) supplemented with written assignments and supervised practice of teaching. The first contact programme is held immediately after the completion of admission and second before the commencement of external examinations. Attendance of 75% of the lectures delivered is compulsory for admission to the examination.

Study-cum-Information Centre are established at Jammu, Leh and Kargil in Ladakh Division, Anantnag, Baramulla and Srinagar.

Library Facilities Centre has a well equipped library which provides latest and up to date reference materials, books, journals on the subjects offered.

Audio-Visual Lab An Audio Visual Lab in the Centre is provided to make learning process effective and meaningful. The lab is equipped with colour TV's, VCR's, VCD's, Cassettes and Electronic Projectors.

Computer Facility The Centre has a well equipped computer lab placed in the net working environment with Internet facilities.

Fees BEd Rs 10,000 for local candidates and Rs 12,000 for students belonging to other States, MEd Rs 10,000, MA/MSc Maths Rs.10,000, MA/MCom Rs 3,500, LLB (Acad) Rs 4,000, CLib & Inf Sc Rs 1500.

Examinations are held in the State at the end of academic year. The exact date of commencement of the examination is notified by the Controller of Exam, University of Kashmir.

Students Enrolment (2003-2004) 4000.

Faculty Strength Professors 2 Readers 4 Lecturers 4

Enquiries Public Relations Officer, University of Kashmir, Srinagar 190006.

All the correspondence with the Centre should be addressed to: The Director, Centre for Distance Education, University of Kashmir, Naseembagh, Srinagar 190 006 (Kashmir) Tel No 2429810; Fax 0194-2429810; Email disedu@kashmiruniversity.net **For Students of Jammu and outside State** The Officer in charge, Centre of Distance Education, University of Kashmir (Jammu Chapter), 20/5A, Trikuta Nagar, Jammu 180 012 Tel No 2470983, Fax 0191-2470383.

UNIVERSITY OF KERALA

Institute of Distance Education

Kariavattom, Thiruvananthapuram 695 581

ESTABLISHED 1976

PHONE 0471-2418019

DIRECTOR Dr R N Yesudas

E-MAIL directoride@yahoo.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom/BCom (Co-operation)/ BCom (Computer Applications)	3 yrs	+2/Pre Degree
BCA/BSc (Computer Sc/Maths)	3 yrs	+2/Pre Degree
MA (Econ, English, Hindi, Arabic, Malayalam, Pol Sc, Public Admn, Islamic History, Sociology, Music, Sanskrit, Philosophy)	2 yrs	Bachelor's Degree with concerned/ allied subject or equivalent
MCom	2 yrs	BCom
MSc (Maths)	2 yrs	BSc (Maths/Stats)
PG Diploma Courses	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Human Resource Management (PGDHRM) • Marketing Mgt (PGDMM) • Travel and Tourism Management (PGDTTM) • Computer Application (PGDCA) • Communication & Journalism (PGDCJ) • Functional Hindi • Adolescent Paediatrics • Child, Adolescent and Family Councelling • Early Childcare, Survival, Growth and Development • Educational Planning & Management (PGDEPMA) 		
Certificate Courses		Pre-degree/+2
<ul style="list-style-type: none"> • Communicative English • Communicative Arabic 		

Notification June

Last Date October

Courses of Study/Exam/Award of Degree Syllabi, text books, examination and award of degree for the Distance Education programmes are the same as for the conventional courses of the university

Admission is open to Indian nationals all over India and abroad; contact classes and exams are however conducted at Thiruvananthapuram/Ernakulam. No Foreign students are admitted to courses offered by IDE.

Application Procedure Application form and prospectus can be obtained from the Director, Institute of Distance Education, University of Kerala, Kariavattom, Thiruvananthapuram 695581 on request specifically mentioning the name of the course for

which the form is required. The request shall be accompanied by a pay-in slip/Demand Draft towards the cost of application form and a self-addressed stamped (Rs 9) envelope of 24x17cms size. Cost of application form for BA/BCom/MA/MCom/MSc is Rs 25 for candidates residing in India and Rs 50 for candidates residing abroad. For PG Diploma course the cost of application form is Rs 50 for candidates residing in India and Rs 100 for candidates residing abroad.

Academic Activities Contact classes, print materials, audio tapes, assignments and project works

Personal Contact Programme/Study Centres are arranged in various parts of the state in affiliated colleges and other Govt and quasi Govt Institutions

Subjects of Study BA *Part I* English *Part II* Malayalam/Hindi (Students are allowed to choose any other additional language listed below but they have to make their own arrangements for study Arabic, Bengali, French, German, Hebrew; Kannada, Latin, Persian, Russian, Sanskrit, Syriac, Tamil, Urdu). *Part III* Economics, English, History, Malayalam, Political Science

Academic Session November/December.

Medium of Instruction & Exam English is the medium of instruction and exam for all courses except language courses

Fees Rs 630-1050 pa. Candidates residing abroad have to pay additional fee of Rs 2,000 pa.

System of Examination/Examination Centres Annual Examination for all the Degree and PG Courses. Examinations centres are allotted in affiliated colleges of Kerala University.

Pass Marks BA/BCom 35%; MA/MCom/MSc 40%.

Improvement of Marks BA/BCom In order to improve the marks obtained in any paper(s) in the previous exam, candidates may reappear in those papers in the subsequent exam. MA/MCom/MSc (Maths) for improvement of class alone, additional chances are permitted

General Original transfer certificates submitted by the students seeking admission are not returned to them once they are admitted to the course. A fresh TC is issued by the Institute after completion of course or on discontinuance

Faculty Strength Professors 4 Readers 3 Lecturers 8

Students Enrolment (2003-2004) 11296 (Men 5283 Women 6013)

Special Features In introducing new technological aids to students, the Institute has acquired Computers, TV, VCR, PA Systems and other equipments. A number of recorded audio-video cassettes containing UGC programme on different subjects are also maintained in the library. Now the Institute is in the path of producing its own audio-video cassette lessons. Further arrangements are being made to receive satellite programmes of the UGC and the IGNOU

KURUKSHETRA UNIVERSITY

Directorate of Correspondence Courses

Kurukshetra 136 119

ESTABLISHED 1976 FAX 01744-238628 PHONES 238385 238518
 DIRECTOR Dr L C Gupta E-MAIL de@kukernet.in
 WEBSITE http://kukernet.in

Traditional Courses

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	12 yrs Senior Secondary (5 subjects with English)
MA (Economics, English, Hindi, History, Political Sc, Public Admn, Punjabi, Sanskrit)	2 yrs	Bachelor's degree
MA/MSc (Maths & Geog)	2 yrs	Bachelor's degree with Maths or Geog
MCom	2 yrs	BCom/BBA/BSc/BA with Maths/Econ with Eng as one of the subjects

Professional Courses

CCA	1 yr	12 yrs Sr Sec (5 subjects with Eng)
Dip in Lib & Inf Sc	1 yr	10th/Hr Sec/10+2 (5 subjects with Eng)
Dip in Inf Tech	1 yr	12 yr Sr Sec (5 subjects with Eng)
Dip in e-Commerce	1 yr	12 yr Sr Sec (5 subjects with Eng)
PG Diplomas	1 yr	Bachelor's degree

- Computer Applications
- Computer Maintenance & Networking
- Computer Teaching
- Computer Science (Software)
- Advertising & Computer Graphics
- Rural Development
- Environmental Education
- Export Marketing Management
- Journalism & Mass Communication
- Business Laws & Practice
- Copyright, Patent & Cyber Laws
- Translation (English/Hindi)

Bachelor's degree (with Eng & Hindi/ Sanskrit)

- Marketing Management 2 yrs Bachelor's degree
- Tourism & Hotel Management 2 yrs Bachelor's degree

• Human Resource Management	2 yrs	Bachelor's degree
• Financial Management	2 yrs	Bachelor's degree
• Business Management	2 yrs	Bachelor's degree
• Insurance Business Management	2 yrs	Bachelor's degree
BLISc	1 yr	Bachelor's degree
Bachelor of Information & Mgt	3 yrs	12 yrs Sr Sec (5 subjects with Eng)
BSc in Internet Sciences (BIS)	3 yrs	10+2 in Sc/Comm/Arts with Econ or Maths (5 subjects with Eng)
BSc in Information System (BSIS)	3 yrs	-do-
BCA	3 yrs	12 yrs Sr Sec (5 subjects with Eng)
MLISc	1 yr	BLib Sc
MBA	3 yrs	Bachelor's degree
MCA	3 yrs	Bachelor's degree with Maths at +2 level
MA (Mass Communication)	2 yrs	Bachelor's degree
LLM	2 yrs	LLB with 50% marks
MA (Education)	2 yrs	Bachelor's degree
MPhil (Hindi, English, Sanskrit, Punjabi, Pol Sc, Economics, Physical Edn, Commerce)	1 yr	Master degree with 55% marks
Lateral Entry Courses		
MCA (Part II)	3 yrs	For candidates having passed MSc Computer Sc (SW) Part I or MSc Software Part I or 1 yr Diploma course after Graduation in Computer Sc/Computer Appln/IT/ E-Comm/Software etc will be admitted to Part II
MCA (Part III)	3 yrs	For candidates having passed 2 yrs MSc Computer Sc (Software), MSc Information Tech or Master's degree in any area of Computer Sc will be admitted to Part III.
Master of Marketing Management (MMM) Part III	3 yrs	For candidates having passed 2 year PG Dip in Marketing Management
MSc Computer Sc (Software) Part II through the Study Centres Service Providers)	2 yrs	For candidates having passed MSc Computer Science (SW) Part I or of MSc Software Part I or 1 yr Diploma Courses after Graduation in Computer Sc/ComputerAppl/IT/E-Comm/Software etc.
MA (Mass Communication) Part II	2 yrs	For candidates having passed PG Dip in J&MC, BJ/BJMC of of one year duration after graduation.

160 Kurukshetra

MBA Part III	3 yrs	For candidates having passed 2 yr PG Diploma in Marketing Management/Tourism & Hotel Mgt/Human Resource Mgt/Financial Mgt/Insurance Bus Mgt/Bus Mgt
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Notification July **Last Date** October

Courses of Study Unless otherwise decided by the University in any case, the courses of study, duration and mode of examination are tentatively the same as prescribed for regular students enrolled for courses in the University Teaching Departments and affiliated colleges.

Admission is open to candidates from all over India and abroad, contact programmes and examinations are, however, conducted in Haryana State But the admission for MPhil course is made on merit due to limited number of seats

Foreign Students may apply by supplying the information required in the format appended/typed on plain paper **Tuition fee** US \$ 600-850 per annum

Prospectus with admission and examination form and other details can be obtained from the Manager, Printing & Publications, Kurukshetra University, Kurukshetra on cash payment of Rs 200/- (for SC/BC Rs.50/-) at the counter and Rs 250/- (for SC/BC Rs 100/-) through Bank draft drawn in favour of Registrar, Kurukshetra University, if required by post It can also be had on payment of Rs 210/- at Head Post Offices in Haryana The SC/ST candidates are entitled to tuition fee concession out of the fees payable to the University. They shall pay the balance fee in two equal instalments through Bank Draft.

Migration Certificate A student from a University/Board (other than Board of School Education, Haryana) is required to produce migration certificate or an affidavit in lieu thereof as given in the DCC prospectus of the relevant session (not applicable to candidates passing qualifying exam from foreign universities).

Academic Activities include mailing of study material, evaluation of response sheets, personal contact programmes etc. Candidates are encouraged to submit response sheets for evaluation

Personal Contact Programmes Instruction through study material is supplemented by personal contact programmes arranged at different places in Haryana ranging from one to three weeks. 50% attendance in PCP is compulsory except in case of MPhil course for which attendance requirement in PCP is 75%.

Subjects of Study **BA Compulsory** English, Hindi/Punjabi/Sanskrit **Electives** Any two out of Economics, Hindi, History, Mathematics, Political Science, Public Administration, Punjabi, Sanskrit, Sociology.

Fees (per annum) BA Rs.3200; BCom Rs.3600, BIM/BBA Rs.8000, BAHMC Rs.8800; BLibSc Rs.5400; MA Rs.4200; MSc Maths/MCom Rs.4400, MSc Geography/MA Education/MLIB Rs.5800; MA MC/PGDJMC Rs.5000; LLM Rs 7400, DLIB Rs.4800; PGDRD/PGDT H/E/PGDEE Rs.3200; PGDEMM Rs 5400; PGDMM/PGDTHM/PGDHRM/PGDBM/PGDFM/PGDIBM Rs.7800, PGDBLP/PGDCPCL Rs 3800; CCA Rs.4600; BIS/DIT/DEC/BSIS/PGDCA/APGDCA Rs.8800; BCA/PGDCMN Rs.8600; PGDCT Rs 6000, PGDCS/MSc CS(SW)/MSc IT/BSCHNE/MCA Rs 11800; BCHNE/DCHNE Rs.11500; MBA I/II Rs.10200, MBA III Rs.12000, MPhil Rs.11400; Dip in Art & Craft I Rs 11500.

Medium of Instruction The medium of instruction shall be as under :

English Medium BA subjects of English & Maths, MA/MSc (Maths, Geog, Eng & Edn) BLibSc, MLibSc, BBA, BCA, CCA, BIM All PG Diplomas (Except PG Diploma in Translation and PGDJMC), MCom, MMM, MPhil (Maths, English, Pol Sc, Economics, Commerce, Phy Edn), LLM, BSIS, BIS, DIT, DEC, MSc Computer Sc (SW), MCA, MBA, MSc IT, BSCHNE, DSCHNE, BAHMC, APGDCA. **English/Hindi Medium** PG Diploma in

JMC, MA (Mass Communication) *Hindi Medium* BA (except subjects of Maths, English, Punjabi) BCom, DLibSc, DAC, PG Diploma in Translation, MA in Hindi, Sanskrit, Pol Sc, History, Pub Admn, Economics, MPhil in Sanskrit, Hindi *Punjabi Medium* BA (subject of Punjabi) MA/MPhil in Punjabi

Medium of Examination The question papers shall be set both in **Hindi & English** for BA, BCom, Dip in Lib Sc, DAC, BIM, BBA, PG Dip in JMC, PG Dip in Environmental Edn, MA (Mass Communication), MA/MSc (Geog), MPhil (Phy Edn), MA courses except in the case of English, Hindi, Punjabi where these will be set in the language concerned and MA/MSc Maths as also MA Education where these will be set in English. The question papers shall be set in **English only** for Bachelor/Master of Lib & Inf Sc, MA/MSc (Maths, Eng, Education), MSc IT, BSCHNE, DCHNE, BAHMC, APGDCA, MMM, BCA, CCA, BIS, BSIS, DIT, DEC, LLM, MCom, MCA, MBA, MSc Computer Sc (SW) and other PG Diploma Courses and MPhil, except Phy Edu where these shall be set in English & Hindi and MPhil Hindi, Sanskrit & Punjabi where these shall be set in language concerned.

Student Facilities While the students are expected to prepare themselves by thorough study of the books relevant to the contents of the prescribed course, the instruction in the Directorate of Correspondence Courses is further supplemented by printed study material, evaluation of students assignments and job training, wherever necessary. Personal Contact capsule programmes of theory and practical contents of the courses are also arranged to enable the students to have direct interaction with the teachers of respective disciplines in order to solve their problems and to remove other difficulties in pursuing the course.

Examinations (Tentatively) Annual examinations are held in April/May (UG) and May/June (PG) at various examination centres in Haryana, and for Re-appear/compartments candidates in September/October (UG) and Dec/January (PG). A candidate who fails in an examination can re-appear as an ex-student.

Students Enrolment (2003-2004) 31827 (Male 21878 Female 9949)

Admission in India & Abroad Keeping in mind the popular demand students across India for quality education in vocationally relevant subjects, the Kurukshetra University has extended its base of distance education system by entering into partnership with the service providers for professional courses in the area of Computer Science/IT, Management etc and certain courses can be joined exclusively through the Service Providers only as per details given in the prospectus of the relevant sessions. It is subject to provision given in Admission Notice and DCC Prospectus of the relevant session to be brought out in July/August.

KUVEMPU UNIVERSITY

Kuvempu University Distance Education Council (KUDEC)

Jnana Sahyadri, Shankaraghatta – 577 451

ESTABLISHED 2002

PHONES 656450 656246

DIRECTOR Prof. S A Bari

FAX 08282-656450

E-MAIL directordec@sancharnet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
B.A./B Com./B.B.M.	3 yrs	Both in the open university system and on the basis of qualifying examination
MSc (Maths, Physics, Chemistry, Botany, Zoology, Env Sc)	2 yrs	
M Com	2 yrs	
M.A (Kannada, English, Hindi, Sanskrit, Urdu, Economics, Sociology, Political Science, History & Archaeology)	2 yrs	
LLM	2 yrs	
B.L.I Sc	1 year	
P G Diplomas	1 year	
Graduate Diplomas	1 year	

Notification July

Last date October/November

There is no difference in degrees of the regular and Distance Education students of the University. Syllabi designed to suite the latest developments and globally competitive

Admissions are open on all India basis. Admissions are directly made at the KUDEC office and at notified Study Centres of the University.

Prospectus with application forms and other relevant details can be obtained from the KUDEC office and notified centres on payment of prescribed fees. Completed applications should reach the concerned office with all relevant particulars on or before the last date notified along with the prescribed fees in the form of DD payable to the Finance Officer, Kuvempu University, from any Nationalised Bank.

Academic Activities/PCP Normally, the academic sessions for the Distance Education Programmes of KUDEC commence from the month of October/November and continue upto June/July. The examinations are normally scheduled to be held from mid July to mid August. Results are announced by September/October. Wherever Science courses have practicals, sessions are conducted for 4 weeks during April/May every year. It may be noted for the science courses with practicals, the 4 week practicals are compulsory for the students and if they do not attend the practical courses and take the practical exam, they are not eligible for promotion to II year. Hence, they will have to repeat the I year.

The PCP and Orientation courses are conducted for 10 – 15 days and on 2nd Saturday and Sundays. Every course has an Internal Assessment component which is compulsory. Each paper is of 100 marks (Theory + IA) and to pass, the candidates will have to score minimum 40% in each paper and 40% in the aggregate.

Medium of Instruction English and Kannada

LALIT NARAYAN MITHILA UNIVERSITY

Directorate of Distance Education

Kameshwaranagar, Darbhanga 846 004

ESTABLISHED 1998

PHONE 230035

DIRECTOR Dr B S Jha

FAX 06272-222598

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Hons) (Sociology, Pol Sc, History)	3 yrs	10+2 <i>or</i> its equivalent
BCom (Hons)	3 yrs	10+2 <i>or</i> its equivalent
MA	2 yrs	BA (Hons) in concerned/allied subject <i>or</i> BA (Pass) with the concerned subject with 40% aggregate marks
BLISc	1 yr	Bachelor's degree with 2 yrs experience in a recognised library
PG Diploma in Marketing Management (PGDMM)	2 semesters	Bachelor's degree plus 3 yrs supervisory/managerial/professional experience <i>or</i> non-graduates with 6 yrs experience
Diploma in Management	2 semesters	Bachelor's degree plus 3 yrs supervisory/managerial/professional experience <i>or</i> non-graduates with 6 yrs experience
Diploma in Tourism Studies (DTS)	1 yr	10+2 <i>or</i> its equivalent
<i>Notification</i>	June/July	<i>Last Date</i> August/September

Admission is open nation wide

Prospectus with application form can be obtained from the Office of the Directorate of Distance Education, L N Mithila University, Darbhanga on payment of Rs 50 (*conventional courses*) and Rs 150 (*professional courses*) by cash/Bank Draft in favour of the Director, DDE, L N Mithila University, Darbhanga (payable at Central Bank of India, Darbhanga) alongwith a self-addressed stamped envelope of 27 x 21 cms Completed applications should reach the Directorate by the notified date

Academic Activities include mailing of lessons, contact programme, seminar and audio-visual aids, etc.

Subjects of Study *BA (Hons)* All subjects of Humanities and Social Science Faculties in which teaching is imparted in L N Mithila University, Darbhanga. *MA* All such subjects of Humanities and Social Science Faculties except Mathematics in which teaching is imparted at Postgraduate level in L N Mithila University, Darbhanga

Medium of Instruction/Examination English/Hindi

Fees (per annum) BA/BCom Rs 600-1200; MA Rs 1,000; BLISc Rs 1,500; PG Diplomas Rs 1,200.

Examination Centre Darbhanga.

UNIVERSITY OF MADRAS*

Institute of Correspondence Education

Chepauk, Chennai 600 005

ESTABLISHED 1981

PHONES 5362716 5368778

DIRECTOR Dr M Shanmugham

FAX 044-5360865

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom/BLit (Tamil)/ BBA/BSc (Geography/Maths/Psychology)	3 yrs	12 yrs Hr Sec
Bachelor of Bank Mgt (BBM)/ Bachelor of Corporate Secretaryship (BCS)	3 yrs	12 yrs Hr Sec
BCA	3 yrs	12 yrs Hr Sec with Maths
MA (Economics, English, History, Political Science, Public Administration, Tamil)	2 yrs	Bachelor's degree in the subject
MCom	2 yrs	BCom/BA Corporate Secretaryship/ BCS/BBA/BBM/BA (Indl Orgn & Cooperation)/BSc (Maths) or BA (Economics) or BSc (Computer Sc) or BCA with any two core/main papers offered at BCom
MSc (Psychology)	2 yrs	BA degree in Psychology or any recognised degree
MCA	3 yrs	BCA/BES/BSc in Computer Sc/Maths/ Phy/Stats/App Sc or BCom/Bachelor of Bank Mgt/BBA/BLM/BA Corporate Secretaryship/BA Econ/Any other Bachelor's degree in any discipline with Bus Maths and Stat or Maths/ Stat main/Allied level or BSc Chem with Maths & Phy as allied subjects or BE/BTech/MBA or Bachelor degree in any discipline with Maths as one of the subjects at +2 level of 10+2 pattern
BLIS	1 yr	Bachelor's degree
MLIS	1 yr	BLIS
CLIS	3 months	12 yr Hr Sec
Certificate Courses	1 yr	12 yrs Hr Sec
<ul style="list-style-type: none"> • Accounting • Computer Application • Cost Accounting • Foreign Trade • Functional Tamil • Indian History & Culture 		

- Marketing
- Money & Banking
- Operation Research
- Personnel Management
- Psychology
- Secretarial Practice
- Tamil Grammar
- Tamil Literature

Diplomas 1 yr Bachelor's degree

- Academic Laws
- Accounting & Auditing
- Banking
- Cooperation and Rural Development
- Financial Management
- Indian Cultural History and World Civilization
- Labour Law
- Management
- Marketing
- Tamil Grammar
- Tamil Literature
- Taxation

Open University Scheme

BA/BCom/BLit (Tamil)/ BSc (Geography/Mathematics)/ Psychology/BBA/BBM/BCA	3 yrs	18 yrs of age on July 1 No formal qualification Admission through Entrance Test
Credit Certificate	1 yr	

Notification June

Last Date July/August (UG courses)
September/October (PG/Other courses)

The syllabi for the correspondence courses are the same as for regular college students of the University

Admission is open to residents of India Contact classes are conducted in Tamil Nadu and Pondicherry. Selective admissions are made for MCA course.

Spot admission is also arranged at PCP Centres

Prospectus with application form can be obtained from the Institute/Information Centres on cash payment of Rs 70 or on requisition with an A/c Payee bank draft of Rs 100 drawn in favour of Director, Institute of Correspondence Education, with a self-addressed envelope of 11 x 26 cm size if required by post The requisition should indicate the course for which the form is required Completed applications alongwith the prescribed fee should reach the Institute by the notified date. Candidates are required to obtain and submit the application form direct to the Institute, the Institute has not authorised any private agency in this behalf

Information Centres The ICE has created Information Centres at *Mumbai* 1) Shri Bansidhar Agarwal School & Junior College, 270/271 Wadala West, Mumbai 400031 Tel 4152504; 2) Bombay Thiruvalluvar Manram (Bright Hr Sec School) (Junior College) Village Road, Bhandup, Mumbai 400078 Tel 022-5685909 Fax 022-5686236. *New Delhi* 1) EMPI Business School, C S Kiran Memorial Education Complex, Satbari, Mehrauli, New Delhi 110030 Tel 6804210, 6805090; 2) City Centre, C-153, Okhla Industrial Area Phase I, New Delhi 110020 Tel 6813750 (O)/6813749/6812372/6813748. *Bihar* Arcade Business College, Aryakumar Road, Rajendra Nagar, Patna 800016 Tel 0612-663335; *Trissur* Don

166 Madras

Bosco Institute of Technology, Mannuthy, Trissur 680651 Kerala Tel 371337 Fax 0487-338204 *Hyderabad* Don Bosco Degree College, Erragadda, Hyderabad - 5000018 Tel 040-3833742

Open University System (OUS) *Undergraduate Courses* Candidates of 18 years of age on July 1 are eligible for provisional admission which is confirmed on passing the entrance test after completing the preparatory course. Preparatory course contains instructional material printed on the basis of syllabus prescribed for 12 years of schooling to help students to learn English, Tamil Language and optional subject. Personal contact classes are held in the State to strengthen learning. After completion of preparatory course, an entrance test is conducted at various centres in Tamil Nadu and in Bangalore, Calcutta, Delhi, Hyderabad, Mumbai, Pondicherry, Port Blair and Trissur in October.

Credit System Candidates who do not register for degree course but wish to acquire knowledge in a particular paper are permitted to do so under Credit System. On passing the exam, candidates are awarded the certificate of having earned credit in the subject. Candidates are permitted to accumulate maximum number of credits (required for the Degree) for written and practicals over a period of time and then awarded the Degree.

Academic Activities include periodic mailing of lessons, response sheets, personal contact programme, etc. For each paper of study, a set of lessons are mailed.

Personal Contact Programmes are arranged at Chennai, Coimbatore, Cuddalore, Dharmapuri, Krishnagiri, Salem, Namakkal, Vellore, Tiruchirapalli, Madurai, Thiruvannamalai in the State and in Pondicherry for a period of 10-30 days depending on the course of study. For BSc (Psy and Indian Music)/BSc (Geog) practical classes are conducted at the Institute. Attendance is compulsory for the practical classes. For MCA contact classes are conducted for 15 days in a semester at Chennai, Coimbatore, Pondicherry, Tiruchirapalli, Vellore, Delhi and Patna.

For BA (Cooperation) BBA, BBM, BCS courses, contact programme of 10 days duration is held in Chennai and other selected centres only. In addition, students are required to undergo practical training which involves visit to industrial institutions.

Subjects of Study BA Compulsory Language (*any one* Arabic, French, Hindi, Kannada, Malayalam, Persian, Sanskrit, Tamil, Telugu, Urdu) and English; *Optionals any three* Cooperation, Corporate Secretaryship, Economics, History, Indian Music, Psychology. The courses consist of Foundation, Core and application oriented subject. If sufficient number of candidates are enrolled, lessons are sent and contact classes are conducted for languages also.

Certificate Courses 2 papers in each discipline.

Diplomas Candidates have to study 4 papers in each discipline. CLIS/BLIS/MLIS Candidates have to study 2/9/8 papers respectively.

Medium of Instruction/Exam BA/BCom/BSc/BBA/BBM/MA (History)/CLIS *English/Tamil* BCA/MA/MCom/BLIS/MLIS/MCA/Diplomas *English*.

Fees (pa) (Approx) BA/BCom/BSc/BBA/BBM Rs 1400; MA/MCom Rs 1530/1830; CLIS Rs 905; BLIS Rs 2,680; MLIS Rs 2,980; Diplomas Rs 1,500, MCA Rs 13,580/13,880; BCA Rs 7,100; BA (Indian Music) Rs 2550. Blind candidates are exempted from payment of tuition fee.

Academic Session January to December for CLIS, BLIS, MLIS, Certificate Courses, Diploma Courses and MCA. For BA, BCom, BLit, BBA, BBM, BCA, BCS, MA and MCom July-June.

Mode of Assessment Response sheets, essay type and short answer questions, internal and external assessment.

Student Services Library, audio-visual aids, guidance and counselling at PCP centres.

Examinations are held in May/June and October/November at various centres in Tamil Nadu (Coimbatore, Cuddalore, Dharmapuri, Erode, Kumbakonam, Kanchipuram, Chennai, Madurai, Nagercoil, Pudukottai, Tirunelveli, Tiruchirappalli, Thanjavur, Udagamandalam, Vellore), Bangalore, Mumbai, Calcutta, Kochi, New Delhi, Pondicherry, Thiruvananthapuram, Hyderabad and Port Blair. Practical exams for BA (Indian Music/BSc (Geog & Psychology) are conducted at Chennai.

Pass Percentage 40% for undergraduate courses and 50% for Postgraduate courses. Candidates may improve their performance in any paper by reappearing (for MA/MCom courses only)

General Candidates for BA (Cooperation, Corporate Secretaryship, BBA and BBM courses) are required to do institutional training/project work/practical etc.

Candidates pursuing any other course of study are not eligible for admission to any of the courses.

Students Enrolment (1999-2000) 1,50,543 (Men 84,705, Women 65,838).

Faculty Strength Professors 11 Readers 4 Lecturers 2.

MADURAI KAMARAJ UNIVERSITY

Directorate of Distance Education

University Buildings, Palkalainagar
Madurai 625 021

ESTABLISHED 1971

PHONES 2459185 2458421

DIRECTOR-IN-CHARGE Dr J Thyagarajan

FAX 0452-2458265

E-MAIL ddemku@md3.vsnl.net.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BBA/BCom/BSc (Maths)	3 yrs	Hr Sec/PUC (12 yrs)/2 yr Foundation Course
BCA	3 yrs	+2/PUC (12 yrs PUC)
BGL	2 yrs	Bachelor's degree
BLISc	1 yr	Bachelor's degree
MLISc	1 yr	BLISc
MA (Economics, English, History, Commun & Journalism, Labour Mgt, Advertisement & Public Relations, Philosophy & Religion, Political Science, Public Administration, Sociology, Tamil)	2 yrs	Bachelor's degree
MA (Gandhian Thought)	2 yrs	Bachelor's degree
MBA	3 yrs	Bachelor's degree
MBM (Bank Management)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom/BBA/BA Corporate Secretaryship/BA Cooperation/MBA/ CA/CAIIB/ACS/AICWA
MSc (Maths)	2 yrs	BSc (Maths)
MTM (Tourism Management)	2 yrs	Bachelor's degree or 3 yrs Diploma in Hotel Management & Catering Technology
MLM (Labour Management)	2 yrs	Bachelor's degree
MCA	3 yrs	Any degree with Maths at +2 level or with PGDCA.
MPhil (Commerce, Economics, Education, English, Entrepreneurship, Gandhian Thought, Maths, History, Labour Studies, Political Science, Public Administration, Sociology, Tamil)	2 yrs	Master's degree in relevant subject
PG Diplomas		
• Personnel Management & Industrial Relations	2 yrs	II Cl Graduates or any PG degree

- Computer Application 1 yr Bachelor's degree
- Journalism and Mass Communication
- Management
- Marketing Management
- Diploma in Labour Laws & Administrative Law 1 yr Bachelor's degree

Certificate

- Library & Information Science 3 months HSC

Open University Scheme

- Diploma in Astrology 1 yr 21 yrs age No basic qualification is necessary
- Diploma in Saiva Siddhantha 1 yr 21 yrs age No basic qualification is necessary

Notification May/June

Last Date July

Admission is open to persons from all over India, exams/Personal Contact Programmes are, however, conducted in the State

NRI Centre in Gulf countries (i) DUBAI Mr M K Jawahar, Wisdom Institute, P O Box - 26791, Dubai, UAE (Ph-3964455; FAX 3964422, (ii) KUWAIT Mr Qais Al Ateeqy, Chairman, GICP, PO Box 64070, Shuwaikh-70451, Ph 2407110).

Application Procedure Application form and prospectus can be obtained from the Directorate *in person* on payment of Rs 50 (MBA/MCA Rs 250; MPhil and BCA Rs 100) through bank draft drawn in favour of the Director, Directorate of Distance Education, Madurai Kamaraj University. The prospectus can also be obtained from university designated information centres and 44 study centres located in different States including New Delhi (Dr V K Chopra, Delhi Business School, A 5 Shanker Garden, Najafgarh Road, Vikaspuri, New Delhi 110 018 Ph 011-25621322, 25621892 FAX 25621892) on payment of prescribed amount by Bank Draft. The prospectus and application form can also be obtained *by post* by sending the Demand Draft of extra amount of Rs 30. Completed applications should reach the Directorate by the notified date

Spot Admission facilities available in the Directorate and at various selected centres which is notified in newspapers.

Information/Study Centres The Directorate has created 6 centres in Tamil Nadu, 2 centres abroad and 36 centres in other States including New Delhi (Dr V K Chopra, Delhi Business School, A-5 Shanker Garden, Najafgarh Road, Vikaspuri, New Delhi 110 018 Ph 25621322, 25621892 FAX 011-25621892)

Academic Activities include printed lessons, personal contact programmes, etc.

Contact Seminar classes are arranged at Coimbatore, Chennai, Madurai, Tiruchirapalli and Tirunelveli four times a year and classes are held on Saturdays and Sundays. Tests are held during contact session.

Subjects of Study BA Economics, English, History, Political Science, Social Science and Tamil.

Medium of Instruction/Exam BA/BCom/MA/MCom English/Tamil; Other courses English.

Fees (per annum) BA/BCom/BBA/BSc (Maths) Rs 1,200; BCA Rs 6,710; MA/MCom/BGL Rs 1385; MBM/MLM/MTM Rs 1500; MBA Rs 5745, MCA Rs 13,485; MEd Rs 2045; BSc

170 Madurai Kamaraj

(Computer Sc) Rs 7,150, MPhil Rs 3,300, Diplomas Rs 1000-5,000, Certificate Rs 680. Blind, deaf and dumb candidates are exempted from payment of tuition fee

Examinations are conducted twice a year in April/May and October/November in case of undergraduate, postgraduate courses and once a year in case of diploma courses in April/May Exams are conducted in main cities of Tamilnadu and other State Centres Information regarding exam centres, exam fee and other regulations governing exam are notified and also sent to the candidates alongwith univ exam forms

General (a) Candidates already pursuing a degree course are not eligible for admission to any other degree course in the Directorate except certificates/diploma/PG Diploma courses

(b) Students qualified for MA/MCom and desire to improve their class have to undergo the course for two academic years

(c) Any one who has discontinued his/her studies at BA/BCom/BSc degree courses in any university can join the next higher class provided he/she produces transfer certificate from the institution last attended. They shall however, have to appear in all the papers

(d) Anyone who has qualified for BA/BSc is permitted to study an additional subject provided he/she puts in one academic year of study Such candidates have to write all papers prescribed for the exam

(e) Students who have discontinued their studies or failed in BA/BSc/BBA/MA degree and desire to join BCom are eligible for admission only to the 1st year

Students Enrolment (2002-2003) 1,23,715

MAHARSHI DAYANAND UNIVERSITY

Directorate of Distance Education

Rohtak 124 001

ESTABLISHED 1988

PHONES 292039 294465

DIRECTOR Dr S K Gakhar

FAX 01262-292435

E-MAIL ardde@rediffmail.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Prabhakar	2 yrs	Matriculation with Hindi/Sanskrit or Visharad Exam ³
BA	3 yrs	SSC (10+2) exam
BCom	3 yrs	SSC (10+2) exam with 40% marks
BEd	2 yrs	Inservice Graduate/Postgraduate teachers with two years regular teaching experience in a recognised institution within the jurisdiction of the university with atleast 45% marks, provided the applicant has offered atleast two school subjects at the first and/or second degree level. In case of SC/ST candidates minimum pass marks in the qualifying examination are required
BLISc	1 yr	Graduate/Postgraduate with 45% marks in aggregate In case of SC/ST candidates minimum pass marks in the qualifying exam are required.
MA (Economics, English, Hindi, History, Political Science, Public Administration, Sanskrit)	2 yrs	BA/BSc/BCom
MA (Maths)	2 yrs	BA/BSc with Maths
MCom	2 yrs	BCom/BA with Economics
MSc (Computer Sc)	2 yrs	Bachelor's degree
MSc (Computer Sc) (Lateral entry scheme)	1 yr	Candidates who have qualified in PGDCA/APGDCA/APGDIT or an equivalent exam after three years Bachelor's degree will be eligible for direct admission to 3rd semester
APGDCA	1 yr	Bachelor's degree

172 Maharshi Dayanand

BCA	3 yrs	10+2 or an equivalent exam
MCA	3 yrs	Bachelor's degree
MCA (Lateral Entry 2nd year)	2 yrs	Candidates who have passed PGDCA/APGDCA/APGDIT/PGDCS of this University or equivalent exam recognised by this Univ as equivalent thereto after three year Bachelor's Degree (equivalent) are eligible for direct admission to 3rd Semester
MCA (Lateral Entry 3rd year)	1 yr	MSc (Computer Sc) or any other exam recognised as equivalent thereto by this Univ are eligible for direct admission to 5th semester
BBA (II)	3 yrs	10+2
MBA	3 yrs	BA or MA degree in any discipline

Notification July **Last Date** August

The curriculum, examinations and award of degrees are same as for regular programmes. But for BLISc programme the curriculum is as per IGNOU pattern.

Admission is open to candidates from all over the country. But for BEd programme, admissions are open to regular teachers working within the jurisdiction of the MD University. However, contact classes/exams are held at various centres in the State of Haryana. Foreign students can also take admission. Provision for Kashmiri migrants has also been made.

Application Procedure BEd and BLISc Application form for BEd and BLISc alongwith Instructions/Guidelines can be obtained from the Assistant Registrar, Publications Cell, MD University, Rohtak on cash payment of Rs 400 for BEd and Rs 30 for BLISc or through bank draft drawn in favour of Finance Officer, MD University, Rohtak payable at SBI MDU Branch (Code 4734). Completed application form should reach the Assistant Registrar, Directorate of Distance Education, MD University, Rohtak by the notified date. Prospectus for admission to BA/BCom/MA/MCom courses can be obtained from the study centres approved by the University on payment of Rs. 30. Completed applications are to be submitted at any of the approved study centres alongwith prescribed fees and other documents for on the spot admission. Prospectus for IT courses is available for Rs 100, for MBA, MCA for Rs.300 and BBA for Rs 250.

Study Centres are located at Faridabad, Gurgaon, Rewari, Rohtak, Jhajjar, Sonapat and Mohindergarh Districts. The courses are run in study centres (regular colleges/Depts) where these subjects are taught in regular classes also. BBA/MBA/MCA and IT study centres have also been established in reputed institutes.

Selection Procedure (a) for BEd - as per NCTE norms. Total seats 250. Admission through entrance test (b) For BLISc total seats 500 on merit of qualifying examinations. (c) For all other courses except BEd the candidates who fulfil the minimum eligibility conditions are admitted.

Academic Session August-June.

Medium of Instruction/Exam Hindi/English.

Fees (per annum) BEd Rs 10,000; BLISc Rs 6,000; Prabhakar Rs 2,000; BA Rs 3,000; BCom Rs 3,500; MA except Maths Rs 4,000; MA Maths Rs 4,500; MCom Rs 4,500. APGDCA, BCA, MSc (IT) Rs 7,000 per semester, MCA Rs 8,000 per semester; BBA (II) Rs 15,000 per semester; MBA Rs 6,000 per semester.

Personal Contact Programmes/Study Centres *BEd* Compulsory Contact Programmes of 50 days (as per NCTE norms) are arranged in two phases of 25 days each. The CCPs are arranged in the Directorate of Distance Education or/and in Colleges of Education affiliated to the MDU, Rohtak. 80% attendance at the CCP is compulsory.

The duration of personal contact programmes for *BLISc* is 21 days. 80% attendance of PCP is mandatory for the candidates before they are allowed to sit in the examination.

In these compulsory contact programmes, lectures, tutorials, seminars, discussions and counselling sessions are held to provide face to face interaction.

For *BA/BCom/MA/MCom* 30 days coaching classes are arranged on Sundays and holidays at the Study Centres. The study centres are established only in affiliated colleges approved by the University. 50% attendance is compulsory. However, attendance is made optional for Defence Personnel for all the Distance Education programmes except *BEd* programme which is strictly governed by the NCTE guidelines. Study material is also provided to the students of *BEd/BLISc/BA/BCom/MA/MCom/MCA*.

Academic Activities *BEd and BLISc* Academic activities include self instructional printed-study material, class room teaching, practical/assignments etc. No study material is provided for *MBA*.

System of Examination/Examination Centres The term end (Final) examinations are held in March/April/May alongwith regular Prabhakar/*BA/BCom/MA/MCom/BEd/BLISc* exams of the university at different centres within the jurisdiction of the University. The exams of *BBA/MBA/MCA/IT* courses are held semester wise in January/July.

Faculty Strength Director/Professor 1, Assistant Director 1, Co-ordinators 2, Readers 2, Sr Lecturers 2 and resource persons are arranged by the local Co-ordinators/Principals of the concerned study centres.

Student Support Services Directorate is equipped with rich Library, Dish Antenna and Audio Visual facilities alongwith a computer section having system of latest technologies for keeping the students data update. We have the facility of E-Mail also for our students and teachers.

Students Enrolment (2003-2004) 42,459 (Men 19,390 Women 23,069)

Proposed Courses *MLISc* 2 years Postgraduate degree, *MEd* one year Postgraduate degree after qualifying *BEd* exam as per NCTE norms.

MAHATMA GANDHI UNIVERSITY

School of Distance Education

Priyadarshini Hills P.O., Kottayam 686 560

ESTABLISHED 1989

FAX 0481-2731038

PHONE 2730491

DIRECTOR Dr Baby Thomas

E-MAIL sdemg@sancharnet.in

WEBSITE www.sdemgu.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (English, Sociology, Economics, Political Science, History)	3 yrs	10+2 or equivalent
Bachelor of Fashion Technology	3 yrs	10+2 or equivalent
BCA	3 yrs	10+2 or equivalent exam with Maths as one subject. Those who have not studied Maths at the + 2 level should undergo a foundation course for 3 months.
BBA/BBM/BCom with Computer Application	3 yrs	10+2 or equivalent
BSc (Medical Psychology)	3 yrs	10+2 or equivalent exam with Phy, Chem and Bio
BSc (Computer Science)	3 yrs	10+2 or equivalent exam with Phy, Chem and Maths
BLISc	1 yr	Bachelor's degree
MA (English Language & Literature)	2 yrs	Bachelor's degree in English. Graduate in Arts/Sc/Social Sc/Oriental Studies/Fine Arts are eligible, if they have taken 3 papers for Part I Eng
MA (Sociology)	2 yrs	Bachelor's degree
MA (Economics)	2 yrs	Bachelor's degree in Econ/Maths/Stats
MA (History)	2 yrs	Bachelor's degree in Social Sc or Degree with Eng Lang & Literature as main subject
MA (Political Sc)	2 yrs	Bachelor's degree in Politics, History, Econ/Phil/Psy/Sociol/Anthro/Law/Journalism/Pub Admn/Geog or other Social Scs
MA (Multimedia)	2 yrs	Bachelor's degree
MSc (Maths)	2 yrs	Bachelor's degree with Maths/Stats as main subject
MSc (IT)	2 yrs	Bachelor's degree with Maths/Stat/Com Sc/Phy/Elecs as main subject or subsidiary subjects or BCA degree BA/BCom degree holders need not apply

MCom	2 yrs	BCom/BBA/BBM
MBA	2 yrs	Bachelor's degree and pass in entrance test conducted by SDE
MCA	3 yrs	Bachelor's degree with Maths as one of the subjects at least at the + 2 level or BCom degree with Stat as one of the subjects and pass in entrance test conducted by SDE
LLM	3 yrs	LLB degree with 45% marks/3 yrs practice in Law after LLB

Notification July/August **Last Date** September/October

Application Procedure A student seeking admission to a particular course should apply in the prescribed application form costing Rs 500 for Centres in India and US \$ 50 for International Centres which will be available at the respective Centres. The Centre Co-ordinator will collect and send all the applications of the students to the School of Distance Education, Mahatma Gandhi University with all certificates in original within one month after the beginning of each course. The applications of candidates who do not possess the minimum required qualifications will be summarily rejected. Only those candidates who possess qualifications recognised by this University are eligible for admission. The details of courses and institutions recognised by Mahatma Gandhi University may be obtained from the Centre Co-ordinator.

Academic Activities The School of Distance Education will supply the study materials except part II additional languages to candidates. The classes for the students will be arranged and conducted at the Centre. In conducting such programmes the relevant provision in the University Regulations shall be followed. The University may arrange common seminar, if required, at selected Centres. The students and other faculty members participating in the seminars will have to bear their own expenses.

Fees (per annum) BA Rs 2000; BLISc Rs 8000, BBA/BBM/BCom Rs 3000, BSc/BFT/BCA/MBA Rs 15000; MA/MSc (Maths)/MCom Rs 4000, MA (Multimedia) Rs 2500, LLM Rs 5000, MCA/MSc (IT) Rs 20000. Foreign Students US \$ BA 400; BLISc 1200; BBA/BBM/BCom 600, BSc/BFT/BCA/LLM 900; MA/MCom/MSc (Maths) 700; MA (Multimedia) 2000; MBA 1500, MCA/MSc(IT) 1600

Study Centres are located at (*International Centres*) UAE, Qatar, Baharain, Kuwait (*National Centres*) Vijayawada, Hyderabad, Guwahati, Patna, New Delhi, Ahmedabad, Dhanbad, Bangalore, Chennai, Madurai, Lucknow, Dehradun, Kolkata, Aurangabad, Pune, Trichur, Edathua, Alappuzha, Edacochi, Emakulam, Aluva, Edathala, Perumbavoor, Kalamassery, Kalady, Marampally, Mannanam, Changanacherry, Kottayam, Aruvithura, Canganacherry, Ranni, Wayandau, Alleppey, Palakkad, Trissur, Nilgiris, Malappuram, Kozhikode

Commencement of Academic Session November.

System of Examination Annual

Medium of Instruction/Examination English

Admission to Foreign Students Students of foreign countries are also admitted to the various courses of study if they seek admission.

Student Services Students can make use of library facilities available in the School. Facility for photocopying is available in Library.

Students Enrolment (2003-2004) 2800 (Men 1674 Women 1126).

Faculty Strength 596

MAHATMA GANDHI CHITRAKOOT GRAMODAY VISHWAVIDYALAY

Institute of Distance Learning and Continuing Education

(Shiksha Bharati) Chitrakoot 485 331

Distt Satna

ESTABLISHED 1994

PHONE 265413

COORDINATOR Dr Nand Lal Mishra

FAX 07670-265411

E-MAIL mgcgv@rediffmail.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA in Development Alternatives & Voluntary Action	2 yrs	Bachelor's degree
Diploma in Panchayati Raj	1 yr	10+2
Diploma in Development Alternatives & Voluntary Action	1 yr	10+2
Certificate in Gram Swaraj	6 months	X Std
<i>Notification</i>	July	<i>Last Date</i> November

Admission is open to Indian and foreign nationals

Commencement of Academic Session January each year.

Personal Contact Programme/Study Centres Main centre on university campus at Chitrakoot. Three other regional centres are being planned. There is provision for personal contact programmes.

Academic Activities Workshops and seminars on distance education are being organised. Self instructional study material is under preparation.

Subjects of Study The subjects of study are Panchayati Raj Programme, Development Studies, Rural Development etc.

Medium of Instruction/Examination English/Hindi

System of Examination Semester System

Fees (per annum) MA in DAVA Rs 6000; Diploma in Panchayati Raj Rs 750; Dip in DAVA Rs 1500, Certificate in Gram Swaraj Rs 250

General The main centre has been christened as "SHIKSHA BHARATI" which is devoted mainly towards the rural population and Panchayat personnel.

MANIPAL ACADEMY OF HIGHER EDUCATION

Distance Education Wing

CTC, 3rd Floor, MCOAHS, Manipal 576 104

ESTABLISHED 2000 FAX 0820-2571928 PHONE 2571201
 DEPUTY CO-ORDINATOR Shri Krishna E-MAIL deah mahe@manipal.edu
 WEBSITE www.manipal.edu

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BSc Medical Lab Tech (BMLT)	3 yrs	10+2 with Sc
BSc Medical Imaging Tech (BMIT)	3 yrs	10+2 with Sc
BSc Health Information Admn(BHIA)	3 yrs	10+2 any stream

Proposed Courses

P G Diplomas 1 yr

- Disability Management in collaboration with RCI
- Hospital Services Management

Admission twice a year i.e January and July sessions

The syllabi and courses of study are the same as for Distance education students.

Admission is open to candidates residing in any part of the country, contact programmes and examinations are conducted at study centers.

Prospectus with application form can be obtained from the study centers by paying Rs. 350 in the form of demand draft in the name of Manipal Academy of Higher Education, payable at Manipal or Udupi. Completed applications should reach the Distance Education wing by the notified date from the study centers.

Academic Activities include instructional material for home study, lessons prepared by experienced teachers, internal assessment, response sheets, written assignments etc. The study center organizes classes, sessional exams, practicals which contribute for IA marks. The DE wing has also initiated the process of developing audio-video cassettes for its programmes

Contact Programme both teaching and practicals is organized by the study center as per their and student convenience. However, they have to complete 160 hours per semester.

Internal Assessment is awarded on the basis of written assignments in each paper/subject.

Study Centers The university has decided to set up Study Centers which meet their criteria

Academic Session Each academic year is divided into two sessions/semester. Semester starts in January and August

Library The Directorate has a well equipped library. The students can also consult books in the main library of the Manipal Academy of Higher Education.

Examination is conducted in February/August or at the end of semester at the pooled centers.

Fees (per semester) Rs 18,000.

Medium of Instruction/Examination English.

178 Manipal Academy

Any other relevant information Job oriented courses, Lateral entry option for recognized 2 years diploma holders.

General The University has authorized outside approved educational/private institution to enrol students on behalf of the university. Students are not allowed to remain on rolls exceeding 6 yrs for the existing courses.

Students Enrolment 384 (Men 247 Women 137).

MANONMANIAM SUNDARANAR UNIVERSITY

Directorate of Distance and Continuing Education

Abishekapatti
Thirunelveli 627 012

ESTABLISHED 1994 FAX 0462-2321620 PHONES 2321614 2321620

DIRECTOR Dr G Rajaram E-MAIL distance@sancharnet.in

WEBSITE www.msuniversitytvil.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Music, Tamil, English, History)/ BCom/BLitt (Tamil)	3 yrs	10+2 or equivalent/3 yrs Polytechnic Diploma
BSc (Maths)	3 yrs	10+2 or equivalent/3 yrs Polytechnic Diploma
BCA/BBA	3 yrs	10+2 or its equivalent/3 yrs Polytechnic Diploma
MA (Tamil)	2 yrs	Bachelor's degree with Part I Tamil
MA (English)	2 yrs	Bachelor's degree with Part II Eng
MA (History)	2 yrs	Bachelor's degree except BLitt Tamil
MA (Criminology & Police Science/ Public Administration)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom/BBA/BA Corp Sec/MBA and related subjects
MSc (e-Commerce/Software Tech & Management/Networking & Information Tech) (Week end)	2 yrs	Bachelor's degree
MSc (Maths/Physics/Chemistry)	2 yrs	BSc with relevant subject
MSc (Environmental Studies)	2 yrs	BSc Botany/Zoology or equivalent
Bachelor of Library & Information Science (BLib Sc) (Week end)	1 yr	Bachelor's degree
MBA	3 yrs	Bachelor's degree
MCA (Week-end)	3 yrs	Bachelor's degree with Maths at +2/BCom/BBA, Ancillary Maths at degree level
MCA (Lateral Entry II yr) (Week end)	2 yrs	Bachelor's degree with PGDCA
MPhil (English, Tamil, History)	2 yrs	PG degree with 50% marks in the concerned subject
MPhil (Commerce, Education, Phy, Maths, Computer Sc, Life Science)	2 yrs	PG degree in the respective or related subject with 50% in the discipline
Postgraduate Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Information Technology (PGDIT) (Week end) • Computer Application (PGDCA) (Week end) 		

180 Manonmaniam Sundaranar

- Taxation (PGDT)
- Export Procedure & Documentation ((PGDEP&D)
- Methods of Teaching English (PGDMTE)
- Hospital Management (PGDHM)
- Insurance Management (PGDIM)
- Consumer Rights and Responsibilities (PGDCRR)
- Human Rights and Human Values (PGDHRHV)

Diplomas 1 yr +2/Polytechnic Diploma

- Functional Tamil/English
- Personal Secretaryship
- Maintenance of Medical Instrumentation
- Maintenance of Home Appliances
- Epigraphy

Certificates 1 yr 10th

- Women Empowerment and Development
- Spoken English
- Music

Open University System

BA (English, History)/BCom/BLitt 3 yrs 18 yrs of age as on July 1
(Tamil)/BCA

MA (English, History, Tamil)/ 2 yrs 21 yrs of age as on July 1
MCom

Notification June

Last Date July/August

Application Procedure Application form and prospectus can be obtained from the Directorate approved Study Centres on cash payment of Rs 100 or Rs 125 through by post in favour of The Registrar, Manonmaniam Sundaranar University, payable at Tirunelveli, Tamil Nadu mentioning the name, address and course at the back side of Draft in ink alongwith requisition letter addressed to The Director, DD&CE, Manonmaniam Sundaranar University, Tirunelveli. Application can also be had in the following branches of Indian Bank Abishekapatti, Tirunelveli Junction, Palayamkottai Tenkasi, Tuticorin (Melur), Kovilpatti, Nagercoil (Meenakshipuram), Kaliyakayilai, Virudhunagar, Sivakasi, Rajapalayam and Aruppukottai

Spot Admission/Study Centres Spot admission is made on all working days in the Directorate and approved study centres in the State.

Personal Contact Programmes for all courses are conducted in four rounds (Saturdays and Sundays) at Tirunelveli and Nagercoil and other notified places

Medium of Instruction Tamil/English for BA (History)/BCom/MA (History)/MCom; Tamil for BLitt Tamil/BA Tamil/MA (Tamil)/Women Empowerment and Dev/Spoken English/Music/MPhil (Tamil)/Functional (Tamil) and English for others.

Fees BA/BCom/BLitt/BBA/BSc (Maths) Rs 1285-1605; BA (Music) 5705-6905; BLISc Rs 3880-4780; BCA Rs 6855-8285; MA/MCom Rs 2355-2955; MA (Criminology & Police Sc) Rs 5740-7015; MBA Rs 8655-10515; MCA Rs 12855-15555; MCA (Lateral Entry) Rs 15355-18555; MSc (e-Comm) Rs 16355-19755; MSc (STM/NIT) Rs 12855-15555; MSc (Maths) Rs 2855-3555; MSc (Phy) Rs 7355-8715; MSc (Chem/Environmental Studies) Rs 10855-12855; Mphil (Tamil/Eng/History/Comm/Edn/Maths) Rs 7880-9480; MPhil

Manonmaniam Sundaranar 181

(Phy/Comp Sc/Life Sc Rs 13100-15745), PGDCRR/PGDHRHV Rs 3880-4780; PGDIT/PGDCA Rs 7280-8860, PGDT/PGDMTE/PGDIM/PGDEP&D Rs 2850-3545, PGDHM Rs 5490-6710, Certificates in Women Empowerment and Dev Rs 1075-1415, Spoken Eng Rs 750-1000, Music Rs 5580-6820.

For Semester Courses classes are conducted in all week end. For Non Semester Courses Personal Contact Programme (PCP) classes are organised

Examination is conducted in November/December

Students Enrolment (2003-2004) 3775 (Men 1598 Women 2177)

MAULANA AZAD NATIONAL URDU UNIVERSITY

Directorate of Distance Education

Gachibowli, Hyderabad 500 032

ESTABLISHED 1998 FAX 040-23006603 PHONE 23006605

DIRECTOR Prof S A Wahab E-MAIL dde@manuu.ac.in

WEBSITE mannu.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BSc/BCom	3 yrs	Intermediate/10+2/an equivalent exam OR Have to pass Eligibility Test conducted by University
Diploma in Teach English	1 yr	Bachelor's degree

Certificates

• Computing	6 months	Intermediate/10+2/exam recognised by MANUU
• Food & Nutrition	6 months	No formal education required
• Proficiency in Urdu through Hindi	6 months	No formal education required
• Proficiency in Urdu through English	6 months	No formal education required
• Functional English	6 months	SSC/10th

Notification July **Last Date** 30th September (for eligibility test)
15th December (for direct admission)

Admission is open to candidates all over the country.

Prospectus and application forms for BA/BCom/BSc can be obtained from the University on cash payment of Rs 35 (Rs 10 for Certificate Courses) or Rs 40 (Rs 15 for Certificate Courses) in the form of Bank Draft drawn in favour of Maulana Azad National Urdu University payable at Hyderabad, if required by post. Completed application should reach the University by the notified date.

Fees Programme fee for Certificate Courses in CFN/CFE & Proficiency in Urdu through Hindi/English Rs 350, Certificate Course in Computing Rs 1000; Dip course in Teach Eng Rs 800; BA/BCom/BSc Rs 800 pa.

Academic Activities include providing of study materials to the candidates and conducting of contact classes at various Study Centres all over the country including Delhi (Shafiq Memorial Senior Secondary School, Bara Hindu Rao, Delhi - 110006).

Subjects of Study BA/BSc/BCom (Foundation Course) English, Social Studies, Science & Technology, Urdu/Hindi BA II & III yr Econ, History, Pol Sc, Pub Admn, Sociol, Urdu Literature (any three subjects as optional). BSc II & III Maths, Phy, Chem OR Bot, Zool, Chem. BCom II yr Accountancy I, Bus Orgn, Elements of Stats, Mercantile Law, Economic Theory, Money Banking & Financial Institution BCom III yr Mgt Theory, Elements of Auditing, Accountancy II, Company Law, Elements of Costing of Income Tax. Teach

Maulana Azad National Urdu 183

English Structure of Modern Eng I,II, Methods of Teaching, Classroom Techniques, Practice Book, Audio Cassettes (Two). Food & Nutrition You & your food, food & its utilization, Econ of Food Proficiency in Urdu through English/Hindi Urdu Script, Basic Vocabulary, Grammer & Specimen of Prose & Poetry Functional English Listening & speaking, Reading & vocabulary, Writing & Grammar, Audio Cassette, Practice Book Computing The Context, The Technology, The Application, Microsoft Office.

Medium of Instruction/Examination Urdu.

Students Enrolment (2003-2004) 13914 (Men 6985 Women 6929).

Examination is held annually for degree programmes and end of course for certificate programmes

MOTHER TERESA WOMEN'S UNIVERSITY

School of Distance Education

Kodaikanal 624 102

ESTABLISHED 1989

PHONE 04542-241921

DIRECTOR Dr S Beulah Jeyaseeli

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Music, Psychology, Sociology, History, Tamil, English)	3 yrs	10+2
BCom	3 yrs	10+2 with Commerce <i>or</i> Accountancy
BBA (Business Administration)	3 yrs	10+2
BCA (Computer Applications)	3 yrs	10+2 with Maths/Computer Science
MA (Music)	2 yrs	Degree in Music or any degree with Diploma in Music
MA (English, Tamil, Women's Studies)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom
MSc (Psychology, Guidance & Counselling)	2 yrs	Bachelor's degree
MCA	3 yrs	Any graduate with 50% aggregate with Maths as one of the subjects
MBA	2 yrs	Bachelor's degree
MPhil (Economics, Education, English, Historical Studies, Sociology, Tamil, Guidance & Counselling, Mass Communication, Music, Psychology)	1 yr	Post Graduate degree with 50% marks in the concerned discipline
MPhil (Computer Science)	1 yr	PG Degree in Computer Sc or PG Degree in Maths/Phy with 55% marks and PGDCA or IT in Computer Sc
MPhil in Family Life Mgt (Specialization in Foods & Nutrition/Family Resource Management/Human Development, Extension Education/Textiles and Clothing)	1 yr	PG Degree with 50% marks in the discipline concerned
MPhil in Women's Studies	2 yrs	Any PG Degree with 50% aggregate marks
PG Diplomas		
• Herbal Studies	1 yr	BSc with Botany main/Ancillary or any graduate with Bio/Botany in +2
• Computer Applications	1 yr	Any Graduate
• Energy Auditing and Management	1 yr	Any Graduate
• NGO Management	1 yr	Any Graduate

Diploma Courses	1 yr	+2
<i>Management Courses</i>		
<ul style="list-style-type: none"> • Food and Beverage Service • Food Production • Front Office Management • House Keeping Management • NGO Management 		
<i>Counselling Courses</i>		
<ul style="list-style-type: none"> • Careers and Educational Counselling • Family Life Management 		
Certificate Courses	6 months	10th/+2
<ul style="list-style-type: none"> • Bridge Course in English for Rural Students • English for Official and Business Commun • Spoken English - Basic Course • Herbal Cosmetology • Music 		
<i>Off Campus Programmes</i>		
BCA	3 yrs	+2 with Maths or Computer Sc
BBA (Hospital Admn)	3 yrs	+2 with any group
BSc (Applied Bio Chem/ Applied Microbiol/Lab Tech)	3 yrs	+2 with Science group
<i>Double Degree Courses</i>		
BSc (Lab Tech/ Bio-Chem/ Catering and Hotel Mgt/Visual Commun/Garment Design and Fashion Tech/Information Tech)	1 yr	Any graduate can continue to study for the fourth year of the additional degree or a woman who graduated earlier in a related discipline can also join even after a gap, for the second degree
PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Theatre for Holistic Dev with Special emphasis on People with Disabilities • Manufacturing and Maintenance of Water Treatment Plants • Special Education for persons with multiple disabilities (Neurological & Physical) • Aqua Technology • Child Care Training • Medical Lab Technology 		

186 Mother Teresa

Diploma Courses 1 yr +2

- Ophthalmic Techniques
- Ophthalmic Nursing Assistant
- Child Care Training
- Nursing Assistance
- Catering and Hotel Management
- Food Production
- Food and Beverage Service
- Front Office Management
- House Keeping Management

Notification May/June **Last Date** August

Admission is open to women candidates only.

Foreign Students Admission is open to foreign students also.

Prospectus with application form can be obtained from the Univ on payment of prescribed amount (Rs 250 for MPhil, MCA, MBA, Rs 100 for MA, Rs 75 for PG Diploma, Rs 60 for Bachelors degree courses (UG) and Diploma courses) through State Bank of India Demand Draft drawn in favour of the Director, School of Distance Edn, Mother Teresa Women's Univ, Kodaikanal. Completed application should reach the univ by the notified date

Academic Activities include printed lessons, audio cassettes and personal contact programme. Printed materials are sent to the students in 3 lots. Lessons carry assignments/response sheets which are completed by the candidates and returned to the school for evaluation. Internal assessment for 25% is done on the basis of marks scored in the tests/assignments. External examination is conducted for 75% in each paper.

Personal Contact Programmes are organised at Kodaikanal, Madurai and Chennai. Attendance in personal contact programme is compulsory for the professional courses.

Research & Extension Centre of the University is located at Madurai and Chennai.

Study Centres There are about 65 Distance Learning Programme Centres and 75 Off-Campus Centres.

Medium of Instruction/Examination English/Tamil.

Course Contents *PG* The contact programme comprises 11 courses. A project is to be submitted at the end of the second year. *MPhil* comprises 3 courses and submission of thesis. *PGDCA* The programme comprises 7 theory courses.

Course-wise appearance is permitted for 5 yrs from the date of joining and there is no restriction in the number of chances of appearance in each paper.

Fees (per annum) All PG except MBA and MCA Rs 2400 (with practicals Rs 3600); MPhil Rs 8000; MPhil (Computer Sc) Rs 12000; MBA Rs 7500, MCA Rs 10,000; PG Diplomas Rs 2000 (with practicals Rs 2500); BCA Rs 6000; All UG Rs 2000 (with practicals Rs 2400); Diplomas Rs 2000; PGDCA Rs 4000; Certificate courses Rs 1000.

System of Examination Examinations are conducted at all the Study Centres. Question paper includes short-paragraph and essay type questions.

Miscellaneous *Commencement of Academic Session* August *Faculty Strength* Regular faculty members assist Distance Education programmes.

Students Enrolment (2003-2004) 2372.

UNIVERSITY OF MUMBAI

Institute of Distance Education

**Vidyanagari Campus, Kalina, Santacruz (East)
Mumbai 400 098**

ESTABLISHED 1971

PHONE 6523048

DIRECTOR Shri Surendra C Tanna

WEBSITE @www.mu.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA	3 yrs	HSC (Std XII)
BCom	3 yrs	XII Commerce
MA (Economics, History, Politics, Hindi, Marathi, English, Philosophy, Sociology)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom & BMS
MSc (Maths)	2 yrs	BSc (Maths)
PG Diplomas	2 yrs	Bachelor's degree with 2 yrs work experience

- Financial Management (PGDFM)
- Operations Research for Management (PGDORM)

Notification June *Last Date* August/September

Students enrolled with the Institute, like other regular students of the university, study the same syllabi, appear for the same exam and are awarded the same Diploma/Degree by the University.

Admission is open to persons residing in India. Contact programmes/exams are however held at Mumbai and other centres in the jurisdiction of the University.

Prospectus and application form can be obtained from the office of the Institute on cash payment of Rs 100 or through bank draft drawn in favour of Professor-cum-Director, Institute of Distance Education, University of Mumbai, if required by post. Completed application should reach the Institute by the notified date.

Commencement of Academic Session June

Academic Activities Curricular content, mode of exam and the degree to be awarded are the same as applicable to the colleges affiliated to the univ of Mumbai. Audio-Visual Centre located at Vidyanagari provides for listening and viewing of curriculum based audio-video cassettes.

Study Material Printed study material is provided in English (also in Marathi in selected subjects only) to undergraduate/postgraduate/ professional courses. In the case of postgraduate courses in which the study material is provided include selected subjects *with study material*: Sociology, Economics, Pol Sc, History, Marathi and Hindi. The subjects without study material include Philosophy, Ancient Indian Culture, Maths, Islamic Studies and some languages (other than Marathi and Hindi).

Personal Contact Programme (PCP) PCP guidance lectures are conducted every year at about 20 centres in Mumbai and around. The programme is scheduled in November and

goes on until February of the following calendar year. The learners can meet the faculty in order to receive guidance and to have their difficulties solved.

Student Services (i) *Library* Students can make use of library and reading room facilities at the facilities at the I D E Building Room No 203, Vidyanagar. During the Examination season the Reading Room facilities are also available at Vidyapeeth Vidyarthi Bhavan, Churchgate. It remains open from 8 00 a m to 8 00 p m on all working days, except on Second and Fourth Saturdays. ii) *Internet & IVRS System* The information about admission, date of submission of exam form, exam time table, dates, centers, exam results and guidance lectures is released on Internet Website <http://www/mu.ac.in> & IVRS Tel No 1250-111-007.

Subjects of Study BA Economics, History, Political Science, Psychology, Sociology, Education BCom Accounts & Management group MA Economics, History, Politics, Hindi, Marathi, English, Philosophy, Sociology MCom Accounts & Management group

Medium of Instruction/Exam English/Marathi.

Fees (*Per annum*) BA/BCom Rs 1,820, MA/MCom Rs 2,700, MSc (Maths) Rs 2,200, Dips Rs 2,800

System of Examinations/Examination Centers Exam are held each year for all courses. Students who join in June-August are allowed to appear for the exam in March/April of the following calendar year. Exams are conducted at various centres in Greater Mumbai, Thane, Raigad, Ratnagiri and Siundhudurg districts only. The exams are conducted by exam unit of I.D E. for First Year & Second Year. BA/BCom courses and exam section of the Univ for Third Year BA/BCom, MA/MSc (Maths)/MCom/PGDFM/PGDORM in the month of March-April/May. Supplementary exams are also conducted for Ex-students of our Undergraduate Courses and Postgraduate Courses except PGDFM & PGDORM courses during the month of October/November.

General Students are not permitted to register for two courses simultaneously. Students with ATKT (Allowed to Keep Terms) for colleges affiliated to the University of Mumbai are admitted to II/III year BA/BCom courses.

Students Enrolment (2003-2004) 55,556 (Men 26,875 Women 28,681).

Faculty Strength Professor 1 Readers 2 Lecturer 1.

NALSAR UNIVERSITY OF LAW

NALSAR Proximate Education

3-4-761, Barkatpura, Hyderabad 500 027

ESTABLISHMENT 2001 PHONES 27567958 27567960
 DIRECTOR Dr Ranbir Singh FAX 040-27567310
 COORDINATOR Prof V C Vivekanadan WEBSITE www.nalsarpro.org
 E-MAIL pgdip@nalsarpro.org/nalsarpro@yahoo.co.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
PG Diplomas	1 yr	Bachelor's degree
• Patents Law		
• Cyber Laws		
• Media Laws		
• International Humanitarian Laws		

Notification June *Last Date* August

Admission is open on all India Basis.

Prospectus with application form may be obtained from NALSAR Proximate Education, 3-4-761 Barkatpura, Hyderabad – 27 by sending a Demand Draft for Rs 300 in favour of “The Registrar, NALSAR Proximate Education” payable at Hyderabad. The completed application should reach the Institute by the notified date

Academic Activities NALSAR Pro- aims to combine the face to face Contact programmes along with Web based learning. The students will be provided printed modules of materials prepared by NALSAR Pro. The Modules are prepared by subject experts and will cover the detailed syllabi. Suggested readings of books and titles have been provided

The candidates will also be provided with CD ROMs of the modules which are easy to carry and can be used during their travel. The modules will also be available in the Website. Enrolled candidates will get an instruction manual on accessing the Website which is part of the orientation kit. The Website is updated on every fortnight and will have guest columns from the subject experts. The Website has a bulletin board facility for the proximate candidates to interact among themselves. The Site also has a Consultation Forum which will answer periodically the subject doubts from identified consultants. The Website will be on a password basis free of cost to the enrolled candidates

Contact Seminar Classes are conducted twice in the academic year for 2-3 days each time at Hyderabad, Bangalore, New Delhi & Mumbai (for Patents Law & Cyber laws) and at Hyderabad for Media Laws. Attending the classes carries 10 marks in each paper (in all four papers) towards the final assessment and therefore obligatory

Commencement of Academic Session September.

Fees PG Diplomas in Patents Law/Cyber Laws Rs.12,750, Media Laws Rs 7,750, International Humanitarian Laws Rs.6,750

Subject of Study *P G Diplomas in - Patents Law* Introduction to IPR and Patents, Patenting in India, American and European Patent Regimes, International Treaties & Conventions on IPR; *Cyber Laws* The Emerging Jurisprudence of Cyber Space, IPR in Cyber Space, Commerce & Taxation, Cyber Crimes; *Media Laws* Media and Public Policy, Media and Regulatory Framework, Convergence & New Media, Advertisement & Law; *International*

190 NALSAR

Humanitarian Laws Introduction to IHL, Protection of Defenseless Victims of War and Armed Conflicts, Means and Methods of Warfare, Implementation of IHL

Medium of Instruction/Examination - English.

Examinations Annual exams are held in the month of September. A candidate who fails/does not appear in the exams can continue the course to two Academic years beyond the First Academic Year. If a candidate is required to continue the course beyond the first academic year because of his/her non-fulfillment of the prescribed requirements for the award of the Diploma, he/she will have to continue the course by paying a continuation fee as prescribed for each year. At the end of the third academic year if the candidate fails to fulfill all the requirements for the award of the Diploma, the admission stands automatically cancelled.

Students Enrolment (2003-04) 208 (Men 148 Women 60)

NATIONAL LAW SCHOOL OF INDIA UNIVERSITY

Distance Education Department

Nagarbhavi, Bangalore 560 072

ESTABLISHED 1994 FAX 080-23217858 PHONE 23211010
CO-ORDINATOR Shri S S Alur E-MAIL mbl@nls.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MBL (Master of Business Law)	2 yrs	Bachelor's degree
PG Diplomas	1 yr	Bachelor's degree

- Human Rights (PGDHR)
- Medical Law & Ethics (PGDMLE)
- Environmental Law (PGDEL)
- Intellectual Property Rights Law (PGDIPRL)

<i>Notification</i>	March/June	<i>Last Date</i>	30th June with a late fee of Rs 200 - 31st August
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Admission is open to all graduates, from recognised Universities, made between April and August. Every eligible student is admitted. No restriction.

Application Procedure Application form and prospectus can be obtained from the Co-ordinator, Distance Education Department, NLSIU, Nagarbhavi, Bangalore 560 072 by sending a Demand Draft of Rs.500 drawn in favour of Registrar, NLSIU, payable at Bangalore alongwith the filled-in-form, prescribed fee (in the form of DD), 2 copies of photographs and attested copies of Degree Certificate is required to be sent to the Co-ordinator of D E D.

Selection Procedure Students are admitted as per their academic record and as per their aptitude and work experience, if any.

Commencement of Academic Session 1st July.

Academic Activities include mailing of reading/study materials in different courses in July/August. Orientation is given at the first contact session in July, contact classes, interactive sessions, throughout the year at regular intervals, workshops or general briefing sessions before the exam are arranged at Bangalore. Students are kept informed well in advance. In addition, student academic support is offered via letters, email, fax or phones. For the interactive or contact classes modern teaching aids like OHP, LCD are made use of. Students needing guidance in project writing or module answers writing is given at all times.

Medium of Instruction English.

Fees Admission fee Rs.2000 (to be paid once) and Rs.5000 as tuition fee per year, for MBL course and for other Diploma courses Rs 5000, in addition to Admission Fee of Rs.2000. Full fees to be paid alongwith the application form.

Subjects of Study MBL I yr Contract Law, Banking Law, Corporate Law, Industrial Relations Law, Environmental Law. II yr Investment Laws, Insurance Laws, Law relating to Foreign Trade and Commercial Transactions, Intellectual Property Law and Taxation of Corporations. PG Diploma in Human Rights Human Rights, Rule of Law and Constitutional Governance (Paper I); International Bill of Rights and Enforcement-Civil and Political

192 National Law School

Rights (Paper 2), International Bill of Rights and Enforcement- Economic, Social & Cultural Rights (Paper 3), Human Rights, Legal Aid and Access to Justice (Paper 4)

PG Diploma in Medical Law & Ethics Law and Health: An introduction to Systems (Paper 1), Health Law and Ethics- Constitutional and Legal Perspectives (Paper 2), Medical, Professional, Patient and the Law (Paper 3), Professional Accountability and Patient's Rights (Paper 4) *PG Diploma in Environmental Law* Environmental Policy, Law and Development (Paper 1); Pollution Control and Waste Management Laws (Paper 2), Bio-diversity related Laws (Paper 3), International Environmental Law (Paper 4) *PG Diploma in Intellectual Property Rights Law* Basic Principles and Acquisition of IPRs (Paper 1), Ownership and Enforcement of IPRs (Paper 2), Information Technology related IPRs (Paper 3), Bio-Technology and IPRs (Paper 4)

Project Assignments *MBL* Each paper has the following Components - Project Writing (20 marks), Module assignment (20 marks), Theory Exams (50 marks) at the end of the year and Viva Voce (10 marks), immediately after Theory Exam To pass minimum grade prescribed is B (i.e. 50% marks) and CGPA should be an aggregate of 3 points *PG Diploma in Human Rights* -One dissertations to be written on a chosen topic. Each theory paper carries 80 marks and for writing 4 assignments 20 marks. Written part of the dissertations carries 80 marks and viva voce 20 marks. Minimum pass marks 50% should be secured *PG Diploma in Medical Law and Ethics* - One project to be written on a chosen topic. Each theory paper will carry 80 marks and for writing 4 assignments 20 marks. Written part of the dissertation carry 80 marks and viva voce 20 marks. Minimum pass marks 50% are required. *PG Diploma in Environmental Law*- One dissertation is to be written on a chosen topic. Each paper will carry 80 marks and for writing assignments 20 marks. Written part of the dissertation carry 80 marks and viva voce 20 marks. Minimum pass marks 50% are required *PG Diploma in Intellectual Property Rights Law* - One dissertation is to be written on a chosen topic. Written part carry 80 marks and viva voce 20 marks. Each theory paper carries 80 marks and for writing 4 assignments 20 marks. Minimum pass marks 50% are required

Scheme of Evaluation To pass a paper/dissertations, candidate must score minimum 50% marks. But for MBL, in addition to 50%, a candidate must score in the aggregate 3 points in the seven point scale as his Cumulative Grade Point Average (CGPA).

Library Facilities Students can access and make use of the Library. Reading Material is available in print form as well as electronic media. Photocopying facility is provided, at moderate rates. Relevant and useful website addresses are provided by the Library. Library is kept open upto midnight (except Sundays)

Examinations Main examinations in June and Supplementary in October/December/January/February. Candidates will be informed of the dates at least one month in advance. **Venue for Examination** NLSIU, Bangalore (only one centre).

Students Enrolment (2003-2004) 1381 (men 950, women 431)

Faculty Strength Professor 1 and resource persons from Law School and experts from specialised areas.

UNIVERSITY OF NORTH BENGAL

Directorate of Distance Education

**PO North Bengal University, Raja Rammohunpur 734 430
Distt Darjeeling**

ESTABLISHED 2000

PHONES 2582218 2582117

DIRECTOR Prof Pradip Kumar Sengupta

FAX 0353 2581546

WEBSITE <http://www.nbu.ac.in>

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (General)	3 yrs	10+2
MA/MSc	2 yrs	10+2+3/10+1+3/11+3/10+2+2+1
Bridge Courses	1 yr	10+2+2

The Syllabi are same with regular courses Bridge course is for 2 years graduates to enable them to enrol in PG Courses

Subjects of Study *MA* Bengali, English, Pol Sc, History, Phil, Nepali, Maths *BA (General)* elective subjects to be offered other than compulsory subjects are Bengali, English, Nepali, Pol Sc, History, Sociol, Education, Philosophy.

Medium of Instruction/Exam MA/MSc English for all subjects other than Bengali and Nepali Bridge Courses Bengali/English. BA (General) Bengali/English/Nepali

Fees (*per annum*) MA/MSc/Bridge Courses Rs.3400, BA (General) Rs.3900

The above mentioned fees are only for the students of University of North Bengal. For the students other than North Bengal University another Rs 200 is required for Registration Fee.

Students Enrolment (2003-2004) 3855 (Men 2029 Women 1826).

Faculty is drawn from University Departments and Colleges respectively.

NORTH EASTERN HILL UNIVERSITY

Centre for Distance Education

BIJNI Complex, Shillong 793 003

ESTABLISHED 1986

PHONE 2226822

DIRECTOR Prof (Mrs) B Lyndem Laso

FAX 0364-224073

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Certificate Course in Floriculture	6 months	Bachelor's degree
General Course in Floriculture	6 weeks	Xth

Objectives The objective of the correspondence courses shall be to offer courses to students who have for some reason or other deprived of higher education 10+2/Graduate or equivalent will be admitted. The syllabus of the subject offered would ordinarily be the same as a regular course offered in the university. A candidate registering for a Graduate/Post Graduate course under the programme may have a maximum of 5 years to complete and be eligible for the degree and those failing to complete and pass the course within the stipulated time of 5 years, will have to seek fresh admission.

Vocational Certificate Course in Floriculture As per the rules and NEHU ordinances, it is primarily designed for the unemployed Graduate. The course will be of six months duration. The instruction to be imparted both by counselling/contact sessions and practical emphasizing the distance mode. At the end of the course the students would be given written as well as practical examination.

Application Procedure As per NEHU rules

Commencement of Academic Session 2001.

Medium of Instruction English

Fees Certificate Course in Floriculture Rs 2500; General Course in Floriculture Rs 1500.

Faculty Strength Professor 1 with 3 supporting staff.

Course Structure The course will consist of the following papers: Theory Paper I, Paper II (Theory), Paper III (Practical), Paper IV (Project Work).

Contact Programmes/Study Centre in the Centre for Distance Education, NEHU, Bijn Complex, Shillong 3 / Botany Department, NEHU, Shillong 22 / Horticultural Division, ICAR Complex, Barapani, Shillong.

Students Enrolment 9 (Men 6, Women 3).

NORTH ORISSA UNIVERSITY

Directorate of Distance Education
Sriramchandra Vihar, Takatpur, Baripada
Mayurbhanj 757 003

ESTABLISHED 2003

PHONE 256906

DIRECTOR (I/c) Dr H P Panda

FAX 06792-255127

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BBM	3 yrs	+2 any stream
BSc (IT)	3 yrs	+2 any stream
BSc (Computer Sc)	3 yrs	+2 any stream
MCA	3 yrs	10+2+3 any stream (Maths at +2)
MSc (IT)	2 yrs	10+2+3 any stream
MSc (Computer Sc)	2 yrs	10+2+3 any stream
PGDJMC	1 yr	Bachelor's degree
PGDAPR	1 yr	Bachelor's degree
PGDTTM	1 yr	Bachelor's degree

Admission is open in June and January on all India basis. Contact Programmes and counselling are held in Study Centres at different time intervals.

Prospectus Prospectus and application forms can be obtained from the information counter of the University and also from Study Centres.

Academic Activities are conducted in Study Centres located at different parts of the country and also in the University. Printed study materials are provided to the enrolled students and computer practice classes are held in the study centres.

Academic Interaction with experts are arranged in the University and also in different study centres.

Examinations Semester Examinations are held in 1st week of February and 1st week of August.

Fees (*per semester*) BBM/BSc Rs 7000; MCA/MSc/PGDJMC/PGDAPR/PGDTTM Rs 7500.

Medium of Instruction/Examination English

OSMANIA UNIVERSITY

Prof G Ram Reddy Centre for Distance Education

Hyderabad 500 007

ESTABLISHED 1977

PHONES 27091605 27097548

DIRECTOR Prof M Bhujanga Rao

FAX 040-27097687

E-MAIL info_cde@osmania.ac.in

INTERNET www.cdeou.org/oucde.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Pre Degree course (PDC) in Oriental Language - Telugu	2 yrs	SSC exam(10th std) conducted by the Govt of Andhra Pradesh/qualify an Entrance exam in Oriental Languages Telugu conducted by a Univ/State or a Pass Visharada exam of Andhra Saraswatha Parishath with Eng as one of the subjects
BA/BCom	3 yrs	Intermediate/10+2 or its equivalent
BA (Language) Telugu	3 yrs	Diploma in Oriental Language/Pre degree course with Eng as one of the subjects/its equivalent/BOL/BA degree exam recognised as equivalent thereto
MA (English, Hindi,Telugu, Sanskrit, Urdu)	2 yrs	Graduate of any faculty and studied the subject concerned at the UG level
MA (Economics, Pol Sc, History)	2 yrs	A pass in BA and studied the subject concerned at UG Level
MA (Public Personnel Mgt/ Philosophy/Sociology)	2 yrs	Graduate of any faculty
MCom	2 yrs	BCom
MSc (Maths)	2 yrs	A pass in BSc/BE/BTech and studied Maths as one of the subjects at UG level or a pass in PG Diploma in Maths.
MBA	3 yrs	A candidate should qualify ICET (Integrated Common Entrance Test for MBA/MCA) of the year and should have passed and secured 40% of marks in aggregate in UG Degree exam. For SC/ST, candidates should qualify ICET and a pass in the UG Degree exam is sufficient
MCA	3 yrs	A candidate should qualify ICET (Integrated Common Entrance Test) for MBA/MCA) of the year and a pass UG Degree exam

PG Diplomas	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Business Management • Computer Applications • English Language Teaching • Mathematics 		
Advanced Diploma in Bio-informatics		Postgraduate degree in Sc, Medicine, Vet Sc, Technology, Engineering and Computer Science
Modular Certificate Courses	15 weeks	
(19 Modules) (CD & Web based)		
• Certificate in Internet Programming (CIP) (4 Modules)		Graduate of any faculty
• Certificate in Advanced Applications Programming (CAAP) (4 Modules)		Graduate of any faculty
• Certificate in Professional Skills (CPS) (4 Modules)		Intermediate Pass or 10+2 or any equivalent exam
• Certificate - Web Analyst (CWA) (6 Modules)		Graduate of any faculty
• Certificate in Soft Skills (CSS) (3 Modules)		Intermediate Pass or 10+2 or any equivalent exam

Notification July 10th

Last Date September/October
With a late fee November/December

The courses of study, mode of exams and degrees/diplomas awarded are the same as those of regular students of the university.

Admission is open to candidates from all over India, contact classes/week-end classes are however held in Hyderabad and four other study centres within the jurisdiction of Osmania Univ (Nalgonda, Nizamabad, Mahboobnagar, Siddipet). Exams for PG courses are held in Hyderabad and Nizamabad whereas for UG courses it is held at selected centres within Osmania University jurisdiction

Candidates from abroad are also eligible for admission, provided they have the requisite qualification for admission and they furnish postal address in India for communication and despatch of study material

Prospectus-cum-application form can be obtained from Director, Prof G Ram Reddy Centre for Distance Education, Osmania University, Hyderabad 500 007 with a Demand Draft for Rs 150/- in favour of the Director, PGRRCDE, Osmania University, Hyderabad drawn from any nationalized Bank only and payable at Hyderabad alongwith a self addressed envelop of 11"x5" size without postal stamps. The course, name and address of the candidate should be written on the back side of the Demand Draft Those desirous of having prospectus -cum-Application form in person can obtain the same by paying DD for Rs 100/- from the SBH Extension counter situated at the permises of the PGRRCDE, and also from the Sale Counters of the PGRRCDE, University Press & Publications, OU, Andhra Bank, Vidyanagar, Canara Bank, Mettuguda and Indian Bank, Shivam Road, New Nallakunta Prospectus-cum-Appliction forms are also available at State Bank of Hyderabad branches at Nizamabad, Nalgonda, Mahabubnagar and Siddipet (Medak district). Completed application alongwith the enclosures should reach the Centre by the notified date

Methods of Instruction Printed lessons (in self instructions mode), contact programme (2 weeks), week-end classes, audio/video lessons etc Entire syllabus in each subject is divided in 30 lessons.

Student Support Service Reference library, audio & video facilities, contact-cum-counselling programme, study centres etc

Contact Programme is arranged for 10-15 for UG and PG Diploma's at the campus and study centres at Mahboobnagar, Nalgonda, Nizamabad and Siddipet (Medak Dist) 40 days Week-end classes will be arranged for MBA and MCA at Hyderabad Week-end-classes are provided as a special case on additional payment of Rs 500/- for MSc, MCom, MA (English) and Rs 350/- for BCom courses

Subjects of Study *BA Part I* English, Indian Heritage and Culture, Second Language (Telugu/Hindi/Sanskrit) A candidate can select French/Kannada/Marathi/Tamil/Urdu as second language He/she will have to make own arrangement for self-study as indicated in prospectus In the second year the candidates also study science and civilization. *Part II Any three combination has to be offered* Economics, History, Political Science, Public Administration, Sociology

Medium of Instruction & Exam *MA, MCom, MSc (Maths) - MBA, MCA and PG Diplomas* English, *BA/BCom* - English/Telugu. Students are permitted to answer papers in English or Telugu provided all papers should be answered in one medium only

Fees (pa) BA/BCom Rs 1200, MA/MCom/MSc Rs 2200, MBA Rs 8000, MCA Rs 10,000; PGDCA, Rs 5225; PG Diplomas Rs 2200, Bioinformatics Module Rs 21,850. Fee for week end classes BCom Rs 300, PG Rs 500.

Examinations are held at the end of each year of the course with provision of supplementary exam for BA/BCom courses which are conducted alongwith the exam for regular students within the jurisdiction of Osmania University. Postgraduate exams are held once a year in June/July at Hyderabad and Nizamabad only. Candidates are informed sometime during December/January to register for exams.

Pass Marks 40%; II Div 50%-59%; I Div 60%-69%; I Div with Distinction 70% and above.

General (a) No student of the centre can be on rolls of any other institution at the same time. Candidates who have studied I/II yr of BA/BCom under the centre are not permitted to seek admission on transfer to the regular college under the University

(b) Candidates who have discontinued their studies as students in regular colleges and desirous of seeking admission on transfer into I/II/III yr of BA/BCom through the Centre are permitted.

Students Enrolment (2004-2005) 42,029. UG Courses 7417; PG Dip & ADB 724; PG Courses MA Arts 9733, Social Sciences 4082; MCom 9449; MSc 9643; MBA 981).

PANJAB UNIVERSITY

Department of Correspondence Studies

Chandigarh 160 014

ESTABLISHED 1971

PHONE 2541143

CHAIRPERSON Prof Devinder Singh

FAX 0172-2541143

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	10+2 <i>or</i> equivalent (with 40% marks for BCom)
MA (Economics, English, Hindi, History, Political Science, Punjabi, Public Administration, Sociology)	2 yrs	Bachelor's degree with 45%/50% marks <i>or</i> BA (Hons) in the concerned subject
MFC	2 yrs	Bachelor's degree with 50% marks <i>or</i> BCom/BBA with 45% marks
MCom	2 yrs	
BEd	2 yrs	
BLib Sc	1 yr	
MEd	2 yrs	Inservice BEd Teachers with 2 yrs work experience

PG Diplomas

- Health, Family Welfare & Population Education (PGDHF&PE) 1 yr Bachelor's degree

- Mass Communication (PGDMC)

Diploma in Statistics	1 yr	Bachelor's degree of the Panjab Univ <i>or</i> equivalent with 40% aggregate marks <i>or</i> Master's degree
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Notification/Last Date December

Scheme of Studies The courses of study, the syllabi, duration of the courses and mode of examination are the same as prescribed for regular students of Panjab University.

Admission is open to (a) Indian citizens living in India and abroad; (b) Foreign nationals working in Foreign Missions in India and their dependents residing with them.

Application Procedure Application form and prospectus can be obtained on cash payment of Rs 150 from the Cashier's Counter, Department of Correspondence Studies or from their notified centres at Ambala, Chennai, Ludhiana, Jalandhar and New Delhi (DAV Sr Sec School, Darya Ganj, New Delhi 110 002) The forms can also be obtained by post at Rs 175 through bank draft in favour of the Registrar, Panjab University, Chandigarh payable at SBI, Sector 14, Chandigarh. Completed application with first instalment of fee should reach the Department by the notified date.

Academic Activities include printed lecture-scripts, radio talks, video and audio cassette lessons, personal contact programmes and response sheets Educational media centre has been established and video lessons available on VHS cassettes. Each lesson unit contains response sheets which the students have to attempt and return for evaluation

200 Panjab

Personal Contact Programmes Two spells of 6 days each is arranged at Chandigarh. Outstation students are provided boarding and lodging in the university hostels at subsidised rates for attending personal contact programme/examination.

Facilities Well stocked library with lending facilities, establishment of Educational Media Centre, Audio-visual library, etc.

Regional Study Centres Besides the Central Library, the Department maintains library at five study centres at Ambala, Chennai, Jalandhar, Ludhiana and NEW DELHI (DAV Senior Secondary School, Darya Ganj, New Delhi 110002). Students residing in these areas can borrow two books for a period of one month.

Subjects of Study BA English, Environmental Education, Applied Statistics, Economics, Geography, Hindi, History, Mathematics, Punjabi, Public Administration, Political Science, Philosophy, Psychology, Russian, Sociology, Statistics (Applied), Sanskrit.

Medium of Instruction English for BA (Maths, English, Applied Stats, History & Culture of Punjab, Psychology, Sociology), MA, MFC, MEd, Diplomas, English/ Hindi/Punjabi for BA (Economics, Geography, History, Philosophy, Political Science, Public Administration and Environmental Education) and BCom and MA (History), Diplomas. Examination is allowed in all the languages. The medium of exam for MFC and Diploma in Stats is English.

Fee (per annum) BA/BCom I Rs 4,177, BA/BCom II/III Rs 4,027, MA Rs 4,047; MFC I/II Rs 8,422, MEd Rs 7,622, P G Diploma in Health, Family Welfare and Population Edn Rs 4,047, Diploma in Statistics Rs 3,329. Fee concessions provided to the students as per rules.

Academic Session July-April

Examination is held in April/May at various cities in Punjab, Delhi and Chandigarh. The students who offer a subject involving practical/viva voce shall have to appear for practical/viva-voce exam at a place fixed by the university.

Students Enrolment (2003-04) 14336 (Men 9713 Women 4623).

Faculty Strength Professors 20 Readers 26 Lecturers 11

Department of Gandhian Studies*

Gandhi Bhavan, Panjab University
Chandigarh 160014

DIRECTOR Dr Rashmi Sudha Puri

PHONE 2736934 2541940

E-MAIL gandhist@panjabuniv.chd.nic.in

WEBSITE www.gandhianstudies.puchd.ac.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
PG Diploma in Gandhian Studies	1 yr	Bachelor's degree

Notification August/September **Last Date** November/December

Application Procedure Application form and prospectus can be obtained on cash payment of Rs 40 at the Cashier's counter of Panjab University. The form can also be obtained by post on remittance of Rs 65 through Bank Draft. Completed application should reach the Chairperson, Department of Gandhian Studies, Panjab University, Chandigarh by the notified date.

Academic Activities include supply of lessons, personal contact programme, submission of response sheets etc. The department holds study classes at Chandigarh and at other centres depending upon the concentration of students.

Course Structure The course consists of the following four papers: Gandhi and the Indian Freedom Movement, Social and Political Thought of Mahatma Gandhi, Economic Thought of Mahatma Gandhi, Gandhi and his Contemporaries.

Medium of Instruction/Examination Lessons are supplied in English/Hindi. Candidate can write exam in English/Hindi/Punjabi. However the question papers will be in English.

Fees payable at the time of admission Rs 1,410. Foreign students are required to pay additional charges of US \$ 200 for registration.

Examination is held annually. Students who have sent 30% of the response sheets are eligible for the exam. Pass marks 40%.

General The Deptt is running MA and MPhil in Gandhian Studies and Peace Research on regular basis. Students who have obtained Diploma in Gandhian Studies are given preference.

PATNA UNIVERSITY

Directorate of Distance Education

Patna 800 005

ESTABLISHED 1974

PHONE 672941

DIRECTOR Dr K N Paswan

FAX 0612-670877

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Inter (Arts/Commerce)	2 yrs	SSC exam with 45% marks
BA/BCom (Hons)	3 yrs	Inter with 45% marks
BCA	3 yrs	Intermediate with requisite marks
BLISc	1 yr	Bachelor's degree with requisite marks
PG Diplomas	1 yr	Bachelor's degree with requisite marks

- International Relation
- Journalism
- Public Administration

Notification July

Syllabus, duration and examination for the students of the Directorate are the same as for regular students.

Admission is open to Indian citizens, contact programmes/exams are however conducted in Patna.

Prospectus with application form can be obtained from the Directorate on cash payment of Rs 80/60 or Rs 120/80 through MO in favour of the Director, Directorate of Distance Education, Patna University, Patna 800 005, if required by post. Completed application should reach the Directorate by the notified date

Methods of Instruction Printed lessons, response sheets and personal contact programme. Lessons are sent to the students at regular intervals. Students are required to return the response sheets for correction and evaluation. At least 20 home assignments in case of General course and 30 response sheets in case of Hons course are required to be sent.

Subjects of Study *BA (Hons)* in one subject Bengali, English, Economics, Hindi, History, Maithili, Philosophy, Political Science, Psychology, Sanskrit, Sociology, Urdu. *BCom (Hons)* Accounts, one paper each of composition and general studies is compulsory

Medium of Instruction/Exam English/Hindi. Candidates may write papers in Bengali/English/Hindi/Urdu.

Fees Inter Arts/Inter Commerce Rs 3,115, BA/BCom Rs 4,855; BLISc Rs 5,000, PG Diplomas Rs 4,500 excluding examination fee.

Student Services Library, book banks, guidance and counselling etc.

Personal Contact Programmes are held at Patna. Proposal for radio/TV broadcast from Patna is under consideration.

Examination University exam is conducted at the end of the course. Exam centre is at Patna. Examination programmes for IA/ICom are published in leading newspapers by 'Bihar Intermediate Education Council'.

Proposed Programmes PG Diploma in Applied Criminology and Diploma in Business Management and in some of the subject at postgraduate level.

Budget Estimates (2002-2003) Recurring Exp Rs.74.58 lakhs, Non Recurring Exp Rs.20 50 lakhs.

Students Enrolment (2002-2003) 11171 (Men 8654 Women 2517)

PERIYAR UNIVERSITY

Periyar Institute of Distance Education

Salem 636 011

ESTABLISHED 2001

FAX 0427-2345565

PHONE 2345766

DIRECTOR (I/c) Dr S Shanmugasundaram

E-MAIL pride@periyaruniversity.net

WEBSITE www.periyaruniversity.org

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA (Cooperation/History/Tamil/ English/BCom/BCom(CA)/ BSc Computer Sc/BCA/ BLit (Tamil)	3 yrs	(i) Hr Sec or equivalent exam (ii) Students studying in UG or PG courses in a college or in Distance Education of other Univ can get admitted in any course additionally subject to conditions of eligibility
MA (History/Tamil/Pol Sc/Pub Admn/Human Rights/Journalism & Mass Commun/ MSc (Information Tech)	2 yrs	(i) Bachelor's degree (ii) -do-
MCom	2 yrs	(i) BCom/BBA/BBM/BA Coop/BA Corp Secretaryship (ii) -do-
MBA	2 yrs	Bachelor's degree Candidates who have qualified for their Bachelor's degree through Open University system are not eligible
MCA	3 yrs	BE/BSc in Maths/Stat/Computer Sc/App Sc/Computer Tech/App Geology or BSc Phy/Chem/ Electronics/BCom/BBM/ BBA with a Study of Maths or Stat for two semesters or PGDCA/PGDCS
PGDCM/PGDHRM/PGDCS/ PGDEC/PGDBA/PGDIM/PGDCA	1 yr	Bachelor's degree Students studying in UG or PG courses in a college or in Distance Education of other Univ can get admitted in any course additionally subject to conditions of eligibility
MPhil (Maths/Comm/Econ/Tamil/ Zoology/Management/Computer Sc/ Botany/History)	1 yr	Masters degree in the appropriate subjects of Arts/Sc with 55% marks (50% marks for SC/ST).

Notification May

Last Date October

The syllabi duration and mode of examination are the same as applicable to regular students of the university.

Admission is open on all India Basis Saturday and Sunday classes-Contact programmes and Examinations are conducted at the approved venues at the places located at approved study centres

Prospectus with application form may be obtained from the study centres or at the University through Demand Draft favouring the Director, PRIDE, Periyar University, Salem 636 011 payable at Salem towards the cost MBA/MCA Rs 330; MPhil Rs 300 and all other courses Rs 140 during the notified date

Academic Activities include printed study materials, conducting contact seminar classes, despatch of study materials through the study centres

Contact Programmes are being arranged at the various study centres, 100 hours for each subject per semester 75% compulsory attendance and submission of assignments is compulsory

Examinations Half yearly examinations are held in Jan/Feb and June/July

Fees BA/BLitt/BCom Rs 1650, BCom (CA)/BSc Computer Sc/BCA Rs 8800, MBA Rs 12650, MCA/MSc (IT) Rs 13200; MA/MCom Rs 1870; MAJMC/PGDEC Rs 3300, PGDCM/ PGDHRM/PGDCS Rs 2200, PGDBA/PGDIM Rs 2750, PGDCA Rs 6600; MPhil Rs 6500.

Medium of Instruction/Examination Tamil and English for UG courses; English for PG courses and PG Diplomas.

Students Enrolment (2003-2004) 1566 (Men 960 Women 606).

PONDICHERRY UNIVERSITY

Directorate of Distance Education

University Campus, Kalapet
Pondicherry 605 014

ESTABLISHED 1995 FAX 0413-2655258 PHONES 2655256 2655257

DIRECTOR Dr B Murugesan E-MAIL bioinpu@itm.ernet.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BBA/BCS (Corporate Secretaryship)/BCom/BMM (Marketing Mgt)/BFT (Foreign Trade)	3 Years	Pre-Univ/Pre-Degree Exam/SSCE/ 3 yr Diploma Courses (Polytechnic) or equivalent
BCA	3 Years	12 Yr. Sr Sec/+2 exam or equivalent with Maths/Bus Maths/Phy/Stats/Computer Sc./Computer Applications as one of the subject.
MA (Hindi, History, Pol Sc Social)	2 Years	Bachelor's Degree
MMM (Marketing Management)	2 Years	Bachelor's Degree
MFM (Financial Management)	2 Years	Bachelor's Degree
MFT (Foreign Trade)	2 Years	Bachelor's Degree
MHRM (Human Resource Mgt)	2 Years	Bachelor's Degree
MHR (Master of Human Rights)	2 Years	Bachelor's Degree
MPM (Public Management)	2 Years	Bachelor's Degree
PG Diplomas	1 Year	Bachelor's Degree or under the Open University System
<ul style="list-style-type: none"> • Agricultural Marketing • Banking & Finance • Business Administration • Co-operative Management • Financial Management • Human Resource Development • Insurance Management • International Business • Marketing Management • Operations Research • Portfolio Management • Tourism Administration • Pharmaceutical Marketing 		<p>Bachelor's Degree and Experience in Pharmaceutical Industry</p> <p>Bachelor's Degree and Computer Training Certificate</p>
<ul style="list-style-type: none"> • Software Marketing • Computer Applications 	18 Months	Bachelor's Degree/AMIE/Grad IETE

<i>Notification</i>	June	<i>Last Date</i>	August
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Admission Open to persons all over India

Foreign Students Admission is open to foreign students subject to a communication address in India

Application Procedure Application form and prospectus can be obtained from the Directorate on payment of Rs 150 through bank draft drawn in favour of the Finance Officer, Pondicherry University, Pondicherry - 605 014. Duly filled-in application forms along with Identity card and two filled-in address slip should reach the Directorate on or before the notified date

Private Institutions Innovative Twinning programme being organized in Christ College, Bangalore and Loyola College, Chennai on MOU basis and on need based. Other than these Twinning centres, the students are requested to correspond directly with the Directorate

Spot Admission For the benefit of the candidates, spot admission venues at the following places have been opened: Pondicherry, Chennai, New Delhi, Madurai, Bangalore, Kochi, Hyderabad, Bhubaneshwar, Kolkata, Ranchi, Lucknow, Guwahati, Jammu, Port Blair, Thiruvananthapuram, Coimbatore, Visakhapatnam, Mumbai, Vadodara, Indore, Chandigarh, Guntur, Mahe, Karaikal, Tiruchirappalli, Ajmer, Salem, Vellore, Tirupathi, Yanam

Concurrent Admission Those who are doing Post Graduate Degree courses in Universities/Colleges/Institutes approved by the Government can also seek admission to Post Graduate Diploma courses only. These applications are required to submit a Bonafide student certificate along with the filled in application form. Original degree certificate need not be verified

Academic Activities Preparation of the annual academic calendar with details relating to the last date for the announcement of admission, submission of applications, admission of students, commencement and closure of examinations, including supply of study material periodically, evaluation of response sheets, conduct of personal contact programmes (30 hours of academic inputs for each course) and clarification of all academic and administrative affairs

Fees Tuition Fee (*per annum*) BBA/BCom/BCS/BMM/BFT Rs 2,850, BCA Rs 3,650, MMM/MFM/MFT/MHRM/MPM Rs 3,100, MHR Rs 3,200, MA History, Sociology, Hindi and Political Science Rs 2,700, PGDBA, PGDIB, PGDMM, PGDFM, PGDPM, PGDOR, PGDBF, PGDHRM, PGDTA, PGDAGM, PGDCM and PGDIM Rs 2,550 [At the time of Admission], Tuition Fee for PGDCA course Rs 4,750; PGD in Pharmaceutical Marketing - Rs 4,450, PGD Software Marketing Rs 4,950. Other charges extra for each course.

Personal Contact Programmes(PCP)/Study Centres for all courses except PGDCA and BCA The Directorate of Distance Education arranges compulsory Personal Contact Programme classes every year for a duration of five days between October and April for the courses notified against the centres at the following places - Pondicherry, Chennai, New Delhi, Madurai, Bangalore, Kochi, Hyderabad, Bhubaneshwar, Kolkata, Ranchi, Lucknow, Guwahati, Jammu, Port Blair, Thiruvananthapuram, Coimbatore, Visakhapatnam, Mumbai, Vadodara, Indore, Chandigarh, Guntur, Mahe, Karaikal, Tiruchirappalli, Ajmer, Salem, Vellore, Tirupathi, Yanam. The Personal Contact Programmes are meant for class room lectures and clearing the doubts of the students.

Absentees of personal contact programmes will be facilitated to attend at Pondicherry only for a duration of five days during the month of ensuing May

For PGDCA and BCA There would be two PCP's of Thirteen Days duration each. It would be conducted either continuously or on a staggered basis. Students have to attend both

208 Pondicherry

the programmes compulsory 80% attendance is compulsory. At the end of the personal contact programme, exams are conducted for the practical subjects.

Academic year July to June

Medium of Instruction/Exam English other than the courses offering in languages

System of Examination Annual The University examination consist of two components - External and Internal in the ratio of 75% and 25% marks for P G courses. Internal exam constitutes the assessment of response sheets Undergraduate and Diploma courses are not having Internal Assessment Components External exams are held in June/July for all the courses at various PCP centres Supplementary exams are held in December/January at selected centres

Award of Degrees/Diplomas The successful candidates will get their Degrees/Diplomas by applying a duly filled in application form to the Controller of Examinations, Pondicherry University Degree/ Diplomas will be issued to candidates only if they apply for the same. The Degrees/ Diplomas will be conferred in absentia and sent by Registered Post within three months from the date of the convocation.

Scholarship for SC/ST Students Those admitted SC/ST students of this Directorate can avail of the various scholarship of the respective State/UT Government of which the student is a permanent resident. The Directorate of Distance Education would reimburse the scholarship amount after receiving the same from the concerned Government.

Grievance Redressal Cell Students who have genuine grievances are advised to write to The Officer i/c, Grievance Redressal Cell, Directorate of Distance Education, Pondicherry University, Kalapet, Pondicherry – 605 0142, giving their Name, Enrolment Number, Course of Study etc , in the format provided in the Prospectus (Page No 102) for speedy redressal

Students Enrolment (2002-2003) 14,409 (Men - 10,700, Women - 3709).

POTTI SREERAMULU TELUGU UNIVERSITY

School of Distance Education

Nampally, Public Gardens, Hyderabad 500004

ESTABLISHED 1998

FAX 040-23236045

PHONE 23230162

HEAD Prof A Gurumurthi

E-MAIL pstu_sde@yahoo.com

WEBSITE pstuhyd@ap.nic.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Astrology)	2 yrs	Bachelor's degree with basic knowledge and aptitude in Astrology
Certificate in Modern Telugu (For non-Telugus)	1 yr	SSC or its equivalent
<i>Proposed Courses (2004-2005)</i>		
MA (Telugu)	2 yrs	Bachelor's degree with Telugu as first Language or Special Telugu under optionals
MA (Sanskrit)	2 yrs	Bachelor's degree with Sanskrit as first Language or Special Sanskrit under optionals
BCJ	1 yr	Bachelor's degree

Admission Application form can be obtained from Potti Sreeramulu Telugu University on payment of Rs 25 by sending a self-addressed stamped (Rs 3) envelope or 24 x 12cm size. Completed applications alongwith Bank Draft of Rs 100 in favour of Registrar, Potti Sreeramulu Telugu University, Hyderabad should reach the convenor, Entrance Examinations, Potti Sreeramulu Telugu University, Hyderabad-500004. Students from outside India should send bank draft for US \$100 and application fee US \$3.

Admission to the MA Astrology Correspondence Course commences every year in the month of July. *Joining with late fee* Without late fee Ist Term 25th August and 2nd Term 10th December. With Rs 100 late fee: Ist Term 25th September and 2nd Term 10th January.

Method of Instruction The study material in print is normally despatched to the students. Week-end classes programme: The University extends the facility of 'Week-end classes' from October to March of every year in 15 holidays. The venue of the classes will be Hyderabad only.

Contact Programme Contact cum counselling classes for a short duration of about two weeks at the end of academic year and prior to the annual examinations. Venue of the classes is Hyderabad only. **Medium of Instruction** English/Telugu

Examination There will be a University examination at the end of the academic year usually in the month of May. Examination application forms will be sent well in advance by the university for all the academic year with all the relevant information. **Examination Centres:** Hyderabad and Rajahmundry. Division in the Examination: 70% and more - Distinction; 60% to 70% - First class; 50% to 60% - Second class; 40% to 50% - Third class. There will be chance in the following year those who wish to write improvement examination.

Fees (per annum) MA Astrology Rs 2500; Certificate Course in Modern Telugu Rs 475

Students Enrolment (2003-2004) 556 (Men 414 Women 142).

PUNJABI UNIVERSITY

Department of Correspondence Courses

Patiala 147 002

ESTABLISHED 1968

PHONES 2282461-65

HEAD Dr Bhupinder Singh Khaira

FAX 0175-2282885

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Punjabi Praveshika (Preliminary course)	1 yr	Knowledge of English/Hindi/Punjabi
Gurmat Sangeet Praveshika	1 yr	Practical knowledge of 1 yr in the field of Gurmat Sangeet traditions Knowledge of reading and writing of Punjabi or Hindi or English.
Gyani	1 yr	Matriculation/Hr Sec/+2 with Punjabi Praveshika
BA	3 yrs	10+2 exam/Pre-Engg/Pre Medical
BCom	3 yrs	10+2 exam with Commerce or equivalent
MA (Economics, English, Hindi, History, Political Science, Punjabi, Religious Studies, Sikh Studies)	2 yrs	Bachelor's degree
MCom	2 yrs	BCom/BBA/BMIT
BEd	2 yrs	Inservice graduate teachers in Punjab/Chandigarh with 45% marks in BA/MA and 2 yrs regular teaching experience. Admission through Entrance Test.
MEd	2 yrs	BEd with 50% marks, BA with 45% marks with 2 yrs experience as full time teacher, educator researcher etc. located within the State of Punjab.
BLIS	1 yr	Bachelor's degree
PG Diplomas		
• Journalism and Mass Communication (PGDJMC)	1 yr	Bachelor's degree.
• Insurance Business (PGDIB)	1 yr	Bachelor's degree with 40% marks
• Translation (PGDT)	1 yr	Bachelor's degree
Diploma in Library Science	1 yr	Matriculation/Hr Sec I with English as one of the subjects
Diploma in Divinity (Shri Guru Granth Sahib Studies)	1 yr	Gyani/Matriculation/Hr Sec

Diploma in Gurmat Sangeet	1 yr	Matric with Degree in Sangeet Visharad <i>or</i> with 2 yrs experience of reciting Kirtan in a recognised institution
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Notification July **Last Date** September/October

Courses of study, examinations and the certificate/degree awarded are the same as for regular students of the university.

Admission is open to candidates from all over the country; contact programme/exams are conducted in Patiala and other centres in the State

Foreign students can join these courses. The exam centre is created in the respective country of the students on payment of US\$ 500 provided satisfactory arrangements are available, otherwise they have to appear at one of the centres in India.

Prospectus with application form can be obtained from the Asstt Registrar, Correspondence Courses, Punjabi University, Patiala on cash payment of Rs 250 or Rs 300 through crossed bank draft in favour of the Head, Department of Correspondence Courses, Punjabi University/Registrar, Punjabi University payable at Patiala alongwith a self-addressed envelope of 12" x 10", if required by post. Foreign students can obtain the prospectus on payment of US \$ 15 or Pound 10 from the Department. Completed application should reach the Department by the notified date.

Academic Activities include mailing of lessons, personal contact programmes, response sheets, lectures, discussions, postal library service and package of reference material. Candidates are required to complete response sheets and submit them for evaluation.

Personal Contact Programmes are arranged for 8-10 days during the academic session at Patiala. Attendance at personal contact programme is compulsory for students of MA, MEd, BEd, BA I, II, III compulsory for practical subject Psychology. Foreign students are exempted from attendance in the Personal Contact Programmes.

Subjects of Study BA *Compulsory* English, Punjabi. *Optionals* Any three Defence Studies, Economics, Education, English Literature, Hindi, History, Maths, Political Science, Public Administration, Punjabi Literature, Linguistics, Religious Studies, Sociology and Psychology.

Students joining from outside Punjab or other countries or defence personnel (their children/wards) are allowed exemption in studying Punjabi subject to certain conditions. Such students are required to take up a special paper of Punjab History & Culture in lieu of Punjabi.

Course Structure Candidates are required to appear in Punjabi Praveshika in 2 papers, Gyan 6 papers, Diploma in Library Science 6 papers, 4 papers in the case of Dip in Divinity and Diploma in Gurmat Sangeet 4 papers. Postgraduate Diploma in Journalism & Mass Communication 6 papers, PG Diploma in Insurance Business 6 papers. Bachelor of Library Information Science Course 8 papers.

Medium of Instruction & Exam BA/BCom/MA/DLIS - English or Punjabi. Candidates may write in English/Hindi/Punjabi in their exam; BEd/MEd - English/Punjabi; Diploma in Divinity/Punjabi Praveshika/Gyan - Punjabi; MCom - English; Diploma in Gurmat Sangeet - Punjabi; PG Diploma in Journalism & Mass Communication - English; PG Diploma in Insurance Business English.

Fees (per annum) Punjabi Praveshika Rs 250 (US \$ 75 or Pound 50); Gyan Rs 400 (US \$ 100 or Pound 65); BA Rs 1585 (US \$ 225 or Pound 150); BCom Rs 1,635 (US \$ 300 or Pound 200); MA Rs 2,200 (US \$ 375 or Pound 250); MCom Rs 2,500, MEd Rs 4,000; P G

212 Punjabi

Dip in Journalism & Mass Communication Rs 3,500; Diploma in Divinity Rs 300 (US \$ 100 or Pound 65), Gurmat Sangeet Rs 200, PGDIB Rs 3500, BLIS Rs 4500, Gurmat Sangeet Praveshika Rs 300 (proposed), PGDT Rs 3500 (proposed) Examination fee extra

Scholarships Merit/national/national loan scholarships and fee concessions are available.

Examinations are held annually in April-June at Patiala and/or some other centres in the State

Pass Percentage Punjabi Praveshika 33%, Gyanı 40% BA/BCom/MA 35%

Budget Estimates (2003-2004) Rs 3,29,10,440

Students Enrolment (2003-2004) 9994 (Men 6357 Women 3637).

Faculty Strength Professors 10 Readers 19 Lecturers 11 Coordinators/Chief Coordinator 5.

Punjab School of Management Studies

Punjabi University, Patiala 147 002

ESTABLISHED 1969

PHONE 282461-66

HEAD Prof M S Bedi

TELE FAX 0175-2280476

E-MAIL psms@pb1.ernet.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
MBA(CC)	3 yrs	Defence Officers (50 seats) Managers/Supervisors/Others (50 seats)

<i>Notification</i>	Sept/October	<i>Last Date</i>	November
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Eligibility *Managers /Others* Bachelor's degree with 3 years of supervisory/ managerial/ professional experience OR Professional Degree in Engineering/Technology/ Medicine/Architecture/Law/Pharmacy OR Professional Qualifications in Chartered Accountancy/Cost and Works Accountancy/Company Secretaryship etc OR A Master's degree in any subject. Defence Officers (i) Defence Officers with 5 years commissioned service; (ii) Bachelor's degree or Postgraduate degree with 50% marks or should have undergone successfully (a) NDA/IMA/OTS/IAF/Naval Academy and (b) one of the following courses: Defence Service-Staff College; Technical Staff Officers; Long Defence Management; Senior Defence Management, Higher Command; Advanced Air Armament Staff Officers Course; Specialised advanced courses of various Arms and Services

Application Procedure Application form and prospectus can be obtained from the Head, Publication Bureau, Punjabi University, Patiala 147002 on cash payment of Rs 300 or through bank draft drawn in favour of Registrar, Punjabi University alongwith self-addressed stamped (Rs 50) envelope of 8" x 10", if required by post. Completed applications should be submitted to Head, Punjab School of Management Studies, Arts Block No 6, Punjabi University, Patiala 147 002 by the notified date.

Defence Officers are required to route their applications through the Director General (Resettlement); Government of India, Ministry of Defence, West Block-IV, Sector I, R K Puram, New Delhi 110 066.

Selection The admission will be based on the criteria to be determined by the University. The candidates selected for admission will be informed individually by post including information about payment of fees.

Personal Contact Programme (PCP) of 2 weeks duration in the month of July/August and one week duration in the month of November/December is arranged at the campus which is followed by annual examinations

Fees Rs 11,130 including library security of Rs 3,000

Medium of Instruction/Exam English

Students Enrolment 70 (Men 68 Women 2)

General The school is also considering restarting of the Postgraduate Diploma courses whose admissions were suspended few years back. The PG Diploma courses include Marketing Management, Financial Management, Personnel Management, Production Management, Business Management. A new PG Diploma in Information Technology (IT) is also being considered.

RABINDRA BHARATI UNIVERSITY

**Campus I - Emerald Bower Campus : 56 A B.T. Road,
Kolkata-700050**

**Campus II - Jorasanko Campus: 6/4 Dwarakanath Tagore
Lane, Kolkata-700007**

PHONES Campus I 033-25571028, 3028, 4028, 7161

Campus II 033-22695241, 5242, 6601, 6610

ESTABLISHED 2002 FAX 033-25568019 PHONES 25584443/25562543

DIRECTOR Dr. Santosh Kumar Ghorai E-MAIL rbreg@cal3 vsnl.net.in

WEBSITE www.rabindrabharatiuniversity.net

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
B.A (Spl Hons) in Rabindra Sangeet	2 yrs	Graduate
MSW	2 yrs	Graduate with Hons (10+2+3)/ (10+2+4)
MA (Bengali, English, History Pol Sc, Sanskrit)	2 yrs	-do-
MA Rabindra Sangeet & Vocal Music	2 yrs	-do-

Prospectus Prospectus with application form is being supplied to the candidate from the Directorate of Distance Education of the university on cash payment of Rs 100/-. Payment through Money Order/Bank Draft favouring the Director of Distance Education, Rabindra Bharati Univ is also in vogue. Completed application should reach the Directorate of Distance Education within the prescribed time to be notified in the advertisement of admission. Forms can also be downloaded from our website www.rabindrabharatiuniversity.net and the same should be accompanied by a Demand Draft of Rs. 100/- favouring the Director, Distance Education, Rabindra Bharati University.

Academic Activities include printed modules/assignments, students response sheets. Printed modules, Personal Contact Programmes and cassette lessons (audio & video) etc on each subject are generally sent at regular intervals to the students. The number of modules vary depending upon the course content of each subject. Students are required to submit the response sheet within the time prescribed and those are being evaluated. The Student is required to return at least 75% of the Student Response Sheet and also to attend 60% of the Personal Contact Programme classes. Student Response Sheet are sent back to the student concerned after evaluation incorporating the comments and suggestions thereon, if required. Moreover, the students are required to secure 40% marks in the Student Response Sheet in order to ensure the eligibility for their respective examination.

Personal Contact Programmes are generally held on Saturdays, Sundays and close holidays in Kolkata. 60% attendance in the Personal Contact Programme is essential failing which the disqualification on the part of the candidate will be viewed.

Academic Session July - June.

Fees (per annum) BA (Spl. Hons in Rabindra Sangeet) Rs. 7,000, MA in Rabindra Sangeet Rs. 9,000; MA in other subjects Rs. 3,000; MSW Rs. 12,000.

Subjects of Study B A. (Spl. Hons) in Rabindra Sangeet, M.A in Rabindra Sangeet, Vocal Music, Bengali, English, History and Political Science and MSW

Medium of Instruction/Exam English/Bengali

Examinations Annual examinations are held in September/October at Kolkata. A candidate who fails to clear Part I or does not appear for the said examination is not allowed to register for the Part II Registration for each part is valid for a period of 3(three) consecutive academic sessions

Students Enrolment (2003-2004) 9762.

RANI DURGA VATI VISHWA VIDYALAYA

College of Materials Management (Faculty of Management Studies)

Post Box No 3, Jabalpur 482 001

ESTABLISHED 1925

PHONES 2601083 2762129

PRINCIPAL Maj Gen Y S Teja

FAX 0761-2601083 2320110

E-MAIL cmmfom2@sanchamnet.in

WEBSITE www.foms.ac.in

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
MBA (Distance Learning Programme)	3 yrs	Bachelor's degree
<i>Notification</i>	October	<i>Last Date</i> December

Application Procedure Applications form and prospectus can be obtained by post from the Director, College of Materials Management, Jabalpur on payment of Rs 550 by bank draft. Completed application should reach the College by the notified date.

Selection Procedure Through Written Admission Test (WAT) held at 14 centres covering the whole country.

Commencement of Academic Session July

Personal Contact Programme Twice a year in June and Dec for 15 days duration each conducted at this Faculty at Jabalpur.

Methods of Instruction Through study materials provided and correspondence

System of Examination Semester.

Medium of Instruction English.

Fees (*per annum*) Rs.4900.

Students Enrolment (2003-2004) 85 (Men 70 Women 15).

SAMBALPUR UNIVERSITY*

Distance Education Cell

Jyoti Vihar, Burla, Sambalpur 768 019

ESTABLISHED 1998

PHONE 430157

PROGRAMME COORDINATOR Dr N K Choudhury

FAX 0663-430158

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BCA	3 yrs	10+2
MBA	3 yrs	Bachelor's degree
PG Diplomas	1 yr	Bachelor's degree

- Computer Application
- Environmental Education & Management
- Industrial Chemistry
- Mass Communication & Journalism
- Social Work and Human Resource Management

Notification June
October (PG Dips)

Last Date July
December (PG Dips)

The students of self-financing are treated at par with regular university students in the matter of award of Diploma/Degree offered through Distance education mode.

Admission is open to candidates throughout the country.

Prospectus and application form can be obtained from the office of the Programme Coordinator, Distance Education, Sambalpur University on request accompanied by a bank draft of Rs 150 (for BCA and PGDCA Rs 250). Request by post should be accompanied by a self-addressed envelope of 27 x 13 cms size. Completed applications should reach the respective Course Co-ordinator by the notified date. Notification for admission is issued in most of the local and few selected national newspapers.

Academic Activities Supply of study materials, personal contact programmes of 45 days duration during Puja and X-Mas holidays. For PGDCA, total contact period is 500 hours per year and for BCA 450 hours per year.

Fees (per annum) PG Diplomas Rs 10,000; MBA Rs 15,000; PGDCA Rs 15,000; BCA Rs 35,000 per course to be paid in instalments during 3 years.

Personal Contact Programme Attendance of candidates in theory contact classes is optional but attendance in courses having laboratory papers/field work is compulsory.

Course Contents All PG Diploma courses consist of 5 papers carrying 100 marks each out of which one paper may be practical/dissertation/field work/project work/essay depending upon the requirement of the course. However, for management course, there are 20 papers, BCA 30 papers and PGDCA 12 papers.

Medium of Instruction & Exam English.

Examinations are conducted at the end of the academic year during the month of December for PG Diploma Courses. For Management course, BCA and PGDCA May-June. Practical exam is conducted during contact programme.

218 Sambalpur

Academic Session Session for Social Work & Human Resource Development starts from January to December and for BCA and PGDCA from July to June

Students Enrolment (1999-2000) 143 (Men 131, Women 12)

SHANMUGHA ARTS, SCIENCE, TECHNOLOGY & RESEARCH ACADEMY

Centre for Distance Education

Thanjavur 613 402

ESTABLISHED 1984 FAX 4362-264120

PHONE 264101-108

REGISTRAR Prof R Kandaswamy

E-MAIL registrar@sastra.edu

WEBSITE www.sastra.edu

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom/BBA	*	10+2
MCom/MBA	*	*
Diploma in Astrology	*	*

Notification August

Last Date October

The syllabi, duration and the mode of examination are the same as applicable to regular students of the university.

Admission is open on all India basis; Sunday classes and contact programmes (some of which are obligatory) and exams are conducted in SASTRA, Thanjavur & Srinivasa Ramanujan Centre, Kumbakonam.

Prospectus with application form and examination form may be obtained from the Institute on cash payment of Rs 200 or Rs 225 through MO/Bank Draft favouring Registrar, SASTRA, if required by post. Completed application should reach the Institute by the notified date

Academic Activities include printed lessons/assignments, response sheets, lecture scripts, Sunday classes, contact programmes, cassette lessons (audio) etc. 30 printed units of lessons on each subject are sent at regular intervals. Students are required to submit the response sheets within 21 days to the Institute for evaluation. The student is expected to obtain 50% marks in all the response sheets in order to be eligible for university examination.

Contact Programme Sunday classes and contact programmes are arranged at Thanjavur/Kumbakonam. Attendance in one contact programme of two weeks and submission of 10 assignments is compulsory

Commencement of Academic Session August-April (2 terms).

Fees (*per annum*) Rs 2000.

Subject of Study BA Astrology, BCom, BBA, MCom, MBA, Diploma in Astrology.

Medium of Instruction/Examination English/Tamil.

Examinations Annual exams are held in May/June. A candidate who fails/does not appear in the examination but completes the required course through contact programme and response sheets may be admitted to a subsequent exam as an ex-student within a period of three years

Students Enrolment 872.

SHIVAJI UNIVERSITY*

Department of Adult & Continuing Education and Extension Work

Vidyanagar, Kolhapur 416 004

ESTABLISHED 1984

PHONE 690571

ASSTT DIRECTOR & HEAD Dr Anuradha Gurav

FAX 0231-656133

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Diplomas	1 yr	Master degree with II class or BEd and working in the Population Education field
• Adult Education		
• Population Education		

Notification June

Last Date August

Admission All over India Contact classes/exams are conducted at Kolhapur

Application Procedure Prospectus with application form can be obtained from the General Manager, Shivaji University Central Co-op Consumers Stores Ltd, c/o Shivaji University, Kolhapur

Contact Programme Candidates are required to attend the contact programme in Kolhapur for two weeks during Diwali vacations.

Fees Tuition and other fee Rs 750 per annum.

Medium of Instruction English/Hindi/Marathi.

Examination is conducted at Kolhapur.

Course Contents Besides 4 papers, the course will have practical work with internal assessment which include: field work, reading and library work, participation in seminar and group discussion, etc.

Students Enrolment (1999-2000) 4 (Men 2 Women 2).

SIKKIM MANIPAL UNIVERSITY OF HEALTH MEDICAL AND TECHNOLOGICAL SCIENCES

5th Mile, Tadong, Gangtok 737 102

ESTABLISHED 1995 PHONES 03592-31937/0820-257195/011-23310379

VICE CHANCELLOR Shri L C Amarnathan FAX 03592-31147/0820-2571959

011-23312759

PRO VICE CHANCELLOR Maj Gen A C Sharma (Retd) E-MAIL smu@mteindia.com

WEBSITE www.mteindia.com

Distance Education Programmes

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BSc in Applied Information Tech (BScAIT)	3 yrs	Enrolment to ACCP of APTECH after 10+2
BSc in Multi Media (BScMM)	3 yrs	Enrolment to AMS of Arena Multimedia after 10+2
BSc in Information Tech (BScIT)	3 yrs	10+2 or equivalent/3 yr Diploma from Technical Board
BSc in Hospitality, Catering & Tourism (BScHT)	3 yrs	-do-
BCA/BBA	3 yrs	-do-
BCom in Information System (BCom IS)	3 yrs	10+2 or equivalent
Bachelor of Arts in Journalism and Mass Communication (BA JM)	3 yrs	10+2 or equivalent
BSc in Applied Bio Tech (BSc BT)	3 yrs	10+2 in PCB or equivalent
BSc in Fashion Design (BSc FD)	3 yrs	10+2 or equivalent
Bachelor of Science in Insurance and Actuarial Science (BScIA)	3 yrs	10+2 or equivalent
Bachelor of Medical Laboratory Technology (BMLT)	3 yrs	10+2 with Sc or equivalent
Bachelor of Medical Imaging Technology (BMIT)	3 yrs	10+2 with Sc or equivalent
Bachelor of Health Information Administration (BHIA)	3 yrs	10+2 or equivalent
BPT	4 yrs	10+2 or equivalent with Sc in Biology
BOT	3 yrs	-do-
Bachelor of Arts in Teaching Technology (BATT)	1 yr	Bachelor's degree
MSc in Information Tech (MScIT)	3 yrs	Bachelor's degree
MSc in Computer Sc (MScCS)	2 yrs	Bachelor's degree

222 Sikkim Manipal

MSc in Bio Informatics (MSc BI)	2 yrs	Bachelor's degree in Life Sciences or equivalent
Master of Arts in Journalism and Mass Communication (MA JM)	2 yrs	Bachelor's degree
MCA	3 yrs	Bachelor's degree
MBA Information Tech (MBAIT)	2 yrs	Bachelor's degree or equivalent/3 yr diploma from a Technical Board after 10+2
MBA	2 yrs	Bachelor's degree or equivalent/3 yr diploma from a Technical Board after 10+2
MCom Information System (MCom IS)	2 yrs	Bachelor's degree (Comm/Econ/Banking/Finance)
P G Diplomas		
• Information Technology (PGDIT)	1 yr	Bachelor's degree
• Computer Application (PGDCA)		
• Hardware and Networking (PGDHN)		
• Graphics and Animation (PGDGA)		
• Pharmaceutical Sales Mgt (PGDPSM)		
• Bio Informatics (PGDBI)	1 yr	Bachelor's degree (in Life Sciences like Chem, Bot, Zool) or equivalent
• Telecom Technology (PGDTT)	2 yrs	Bachelor's degree
Advanced Diploma in Travel and Hospital Management (ADTHM)	1 yr	10+2 or equivalent

Notification (India/Nepal/China) - January/July (Overseas) March/September
Last Date (India/Nepal/China) - Feb/August (Overseas) April/October

Application Procedure Intelligent, ethical, articulate and active candidates with a will to upgrade their skills are encouraged to pursue the University Programs. They have to visit the website www.miteindia.com (centres sections) and select study centre nearest to them from the list of approved university/study centres available on the site. Collect the prospectus and application form from the study centre by paying prescribed fees indicated in prospectus.

Selection Procedure The applicant has to submit the application alongwith relevant enclosures to the study centres well within the due date. The centres will forward the same to the university. Where the application is complete in all respects and the university is satisfied of the applicant's eligibility and suitability for admission into the respective program, the student will be granted admission to the program. No candidate is permitted to pursue more than one course at a time

Commencement of Academic Session Two academic sessions will commence in a year For India/Nepal/China admissions: February (summer)/August (winter), For overseas admissions except Nepal and China: April (Summer)/October (winter).

Personal Contact Programmes/Study Centres Wide networks of study centres have been setup in India and abroad to provide students, a platform to interact with counsellors, with other students and also to use the library. The study centres shall provide counselling and hands on experience for each program. The study centres will act as the contact point between University and the students.

Academic Activities The students of SMU distance learning program enjoy the flexibility of independent self study with the unique learning approach consisting of several distinct features like Counselling Sessions at study centres; Comprehensive printed study material; Practical sessions at study centres wherever necessary; Assignment in each paper for Assessment and Feedback, Industry Related Project Work wherever required, Online delivery through VSAT wherever required

Subjects of Study Comprehensive courseware/study material will be supplied to all students. In addition, students will be encouraged to refer to recommended books, wherever necessary

System of Examination The evaluation are conceived, developed and administered on a rigorous and fair basis to bring out the best in the students and prepare them for challenging careers. The student's performance is based on (i) continuous evaluation is done through assignments and practical which is performed at the local study centres - carries 30% weightage on the final score. (ii) Term end examinations will be done at various examination centres which are different from study centres and evaluated by the university - carries 70% weightage on final score Based on the performance by the student shall be awarded with Grade namely A = Excellent (+70%). B - Very Good (+60%), C - Good (+50%), D - Satisfactory (+40%) and E - Failure.

Medium of Instruction/Examination English

Students Enrolment (2003-2004) More than 60000 male and 16000 female students have enjoyed the experience of SMU programs in the academic year 2003.

Admission to Foreign Students Similar procedure has been adopted for overseas admission, counselling and examination. Broadcasting through VSAT is not available to overseas centres at present

Faculty Strength In House faculties, Guest faculties from University, colleges and industries will engage classes in VSAT. Experienced faculties are also available in study centres that support in counselling and practical sessions at study centres.

Virtual classroom through VSAT The concept of virtual class room has been used, to deliver the advanced course contents to masses, wherein lectures are broadcast from studio in Manipal and received by students at various study centres all over India.

VSAT are small, software-driven earth satellites, used for the reliable transmission of data, video, or voice in KU band. It covers the entire spectrum of interactive distance learning from Synchronous to Asynchronous, classroom to desktop PC based solutions and is high quality video over IP networks. A studio has been established in Manipal having the most modern video, audio, broadcasting systems including three sets of studios cameras video-mixer, editing equipment, interactive software systems thus creating a virtual classroom. Students are able to hear the teacher ask, answer questions and communicate with the other students in real time, on his own PC or on a TV screen in a class. The students can answer the instructor by email or by voice-mail or by text based chat. Students can also access the training material, previously prepared and stored in the server. Students can use the wide variety of multimedia tools such as internet, music, digital video, animation and graphics.

Other relevant details Course materials are specially designed by a team of experts drawn from industry, university teachers and in-house faculty. The curriculum so designed is scrutinized by contact experts, supervised by instructors and only then adopted. The concept of 'Virtual classrooms' is used wherein lectures are broadcast from the studio at Manipal and received by students at various study centres all over India. This broadcast is interactive and is received through VSAT using the KU band. The lectures are delivered by experienced professors and experts in the field. Most of the courses are designed for multi entry and exit. The candidates can enrol for the courses based on Basic Qualification and Lateral entry qualification.

S N D T WOMEN'S UNIVERSITY

Centre for Distance Education

Sir Vithaldas Vidyavihar, Juhu Road
Santacruz (West) Mumbai 400 049

ESTABLISHED 1979

PHONES 6607758 6608493 6604759

DIRECTOR Mrs S A Pol

E-MAIL cdesndt@vsnl.net

ASSISTANT DIRECTOR Dr C G Puri

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	Hr Sec (12th Std) or UET Pass
MA (Economics, English, Fine Arts (Music, Art & Painting), Gujarati, Hindi, History, Marathi, Political Science, Sanskrit, Sociology)	2 yrs	Bachelor's degree
Certificate Courses		
• Improve your English	5 months	SSC or pass in univ entrance test
• Basics of Diet Therapy	9 months	-do-
• Techniques of Translation	1 yr	Bachelor's degree in Hindi with knowledge of English
Open University Scheme		
Univ Entrance Test (UET)	1 yr	Women candidates with 18 yrs of age without formal qualification
BA/BCom	3 yrs	Pass in UET

Registration June 15 to September 15

The course units of each subject, standard of passing the question papers at university exam etc are the same for distance education and regular courses

Admission is open to women candidates all over India, however contact programmes are held at Mumbai, Pune for UET, BA/BCom and for MA in some selected subjects.

Registration Candidates desiring to register their names for distance education courses are required to apply on registration form which can be obtained from the Centre alongwith the information.

Open University Programmes The university entrance test (UET) in Arts & Commerce for admission to BA/BCom is held twice a year in May and December for those women candidates who are in the age of 18 yrs and above. No formal qualification is needed. UET is held at various centres in Maharashtra and Gujarat.

Subjects of Study BA English; Hindi/Gujarati/Marathi/Sanskrit; Economics, Geography; History; Political Science; Sociology. Candidates have to choose the approved combination of subjects carrying 1800 marks - 600 marks for each of the three years

Academic Activities include guidance through printed material, guidance lectures, holding workshops, personal contact programmes etc.

Contact Programmes are arranged by the Centre at Mumbai, Pune and other guidance centres.

Medium of Instruction & Exam English/Gujarati/Hindi/Marathi for BA/UET Arts. English for Commerce and MA

Admission Fees UET Rs 1020, BA/BCom Rs 1540, MA Rs 1690 Certificate Courses Rs 800 -1350 (depending on the course) Fees for migrating from other universities is slightly higher

Examination is held at various centres in Maharashtra and Gujarat in March/April/May; supplementary exams are held in November for BA I/BCom I

Mode of Assessment Objective/essay type questions, external and continuous assessment.

Students Enrolment (2002-2003) 11,650 (women)

SRI KRISHNADEVARAYA UNIVERSITY*

Centre for Distance Education

S V Puram, Anantapur 515 003

ESTABLISHED 2000

PHONE 255224

DIRECTOR (FAC) Prof Ch Ramaprasada Rao

FAX 08554-255224

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Economics, English, History, Political Sc, Sociology, Telugu)	2 yrs	Bachelor's degree with relevant/ allied subject
MCom	2 yrs	BCom
MSc (Mathematics)	2 yrs	BSc (Maths)
PG Diploma Courses	1 yr	Bachelor's degree
<ul style="list-style-type: none"> • Business Administration • Marketing Management • Rural Development 		

Notification April/May

Admission is open to persons all over India.

Application Procedure Application form and prospectus can be obtained on cash payment of Rs 100 or Rs 125 by Demand Draft in favour of Director, Centre for Distance Education on Andhra Bank 410 SKU Branch, Anantapur or 'State Bank of India, Anantapur', if required by post. Completed application should reach the Centre by the notified date.

Fees *PG Courses* MA/MCom/MSc (Maths) Rs 4,600 (approx), *Diplomas* PGDBA/ PGDMM/PGDRD Rs 2300 (approx).

Term of Registration The candidates admitted into two year Postgraduate courses can complete the course within six years from the date of admission, failing which their admission stands cancelled. The candidates admitted to one year PG Diploma course can complete their course within three years from the date of admission, failing which their admission stands cancelled.

Personal Contact Programme A system of Personal Contact Programme (PCP) for five days is introduced to clarify the doubts of the students and give lectures in the syllabus. Personal Contact Programme is voluntary. No separate payment is required for attending PCP. PCP is proposed to be conducted at Anantapur, Kurnool, Nandyala, Cuddapah, Madanapalle, Guntur, Vijayawada, Rajahmundry, Visakhapatnam, Hyderabad, Mumbai, Raichur, Calcutta, Chennai, Coimbatore, Nagpur, New Delhi, Bhubaneswar, Midnapore, Trivandrum, Bangalore, Hubli, Bellary.

Medium of Instruction English. Candidate can however write the exam in English and Hindi.

Course Curriculum Study materials are periodically mailed to the students. For each paper of study, a set of lessons is sent, which will guide the students for effective learning. Response sheets constitute the internal assessment part of the univ exam. Submission of response sheet is compulsory. **Examinations** Univ exam consists of two components - External and Internal. The internal exam constitutes the assessment.

SRI PADMAVATI MAHILA VISVAVIDYALAYAM

Distance Education Centre

Tirupati 517 502

ESTABLISHED 2000 FAX 0877-2248417 PHONE 2248479
DIRECTOR Prof T V Subba Rao E-MAIL vcspmvv@Yahoo.Com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Women's Studies)	2 yrs	Bachelor's degree with 45% marks in Arts and 50% for Sciences
MA (English)	2 yrs	Bachelor's degree with 45% marks in English
MA (Telugu)	2 yrs	Bachelor's degree with 45% marks in Telugu (Special/General)
MSc (Maths)	2 yrs	BA/BSc with 50% marks in Maths
LLM	3 yrs	LLB with 45% marks
BEd	2 yrs	BA/BSc/BCom with 2 yrs teaching experience as a regular full time teacher. Admission criteria laid by NCTE
MBA	3 yrs	Any candidate qualified in ICET with a pass in degree
MCA	6 semesters	Any candidate qualified in ICET with BSc Computer Sc, BCA & any degree equivalent to BSc Computer Science

PG Diplomas

• Family & Health Counselling (PGDFHC)	1 yr	Bachelor's degree
• Computer Application (PGDCA)	18 months	Bachelor's degree
• Application Software (PGDAS)	1 yr	Bachelor's degree
Certificate Course in C++	6 months	Intermediate or its equivalent exam
Certificate Course in JAVA	6 months	Intermediate or its equivalent exam

Notification October

Last Date November

Application Procedure Prospectus and Application including Registration can be obtained by sending a requisition therefore to the Director, Distance Education Centre alongwith a DD for Rs 200 drawn in favour of the Registrar, S P Mahila Visvavidyalayam, Tirupati and other mode of payment will not be accepted. Applications can also be obtained from the study centres filed in applications should reach the Distance Education Centre office before the last date

Contact Programme classes are being organised by the University or such other centres based upon the number of candidates and the exact dates are communicated to the students well in advance. Experts in each subject/course are invited as resource persons drawing from

the local university departments or from outside. No permanent teaching staff exclusively for Distance Education Courses is appointed at present. One faculty board for each course is nominated from the senior teaching faculty of the Department concerned and one faculty assistant for each course is nominated by the Director/University.

Curriculum Development and Evaluation System The curriculum is developed by respective Board of Studies. The curriculum of various courses was developed during 2000-2001. The evaluation system is the same as in other courses, based upon annual pattern. In addition to this study material specially designed for each course which was printed is being delivered to students with necessary assignments, field expenses etc. The students in turn by referring to study material as well as reference books suggested by the teachers, will write their assignments and send to the Distance Education Centre. This material would be evaluated and the necessary suggestions would be made available to each of the student as a follow-up curricular activity.

Study materials is got printed for MA English and BEd course. For remaining courses, computerized material/zeroxed material is prepared or supplied to students. The candidates selected for different courses required to attend contact classes for a period of 10 to 15 days for Certificate Courses; 20 to 30 days for Post Graduate, BEd spread over 2 summers of 30 days each.

Library Facilities The University library services are being thrown open to all the students of distance mode during contact programmes. However plans are on to extend borrowing facility of books to students shortly.

Fees (*per annum*) MA/MBA/MSc (Maths)/LLM Rs 5000, BEd Rs 12000; MCA/PGDCA/PGDAS Rs 10000; PGDFHC Rs 2500; Certificate C++ Rs 2500; JAVA Rs 5000.

Study Centres are located at Hyderabad, Kakinada, Rajahmundry. For BEd Visakhapatnam, Vijayawada, Hyderabad, Tirupati (Nodal Centre), Secunderabad, Rajahmundry and Guntur. All the selected centres are recognised by NCTE and are reputed institutions known for their teaching standards and excellent infrastructure facilities. For nodal centre the univ has residential recreation, medical and library facilities.

Medium of Instruction/Examination Telugu/English

Students Enrolment (2003-04) 73.

SRI RAMACHANDRA MEDICAL COLLEGE AND RESEARCH INSTITUTE

Sri Ramachandra College of Family Health

Porur, Chennai 600 116

ESTABLISHED 2000 FAX 044-24767008 PHONE 24768027 Extn 8661
CHAIRPERSON Dr Krishna Seshadri E-MAIL srmcdfh@rediffmail.com
WEBSITE www.srmc.edu

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Diploma in Family Health	2 yrs	MBBS or equivalent

Medium of Instruction English.

Fees (*per annum*) Rs 7500.

Students Enrolment (2003-2004) 30.

Department of Environmental Health Engineering

Porur, Chennai 600 116

ESTABLISHED 2003 FAX 044-24767008 PHONE 24765609
HEAD Dr Kalpana Balakrishnan EMAIL kalpanasrmc@vsnl.com
WEBSITE www.srmc.edu

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MSc (Industrial Hygiene and Safety)	3 yrs	BE/BTech (Mech/Elect/Sanitary/ Chem/Civil/Mining or Indl Engg/MBBS/BSc (Phy/Chem/Zool/Env Scs or Allied Health Scs or Bsc Nursing or any recognised degree related to Health/Env Scs
PG Certificate in Industrial Health	1 yr	MBBS degree and permanent registration with any of the State Medical Council of India.

Subjects of Study MSc (Industrial Hygiene and Safety) - *Semester I* Introduction to Occupational Health; Physiology and Toxicology; *Semester II* Safety Engg; Industrial Hygiene I - Chemical Hazards and Dusts; Industrial Hygiene Lab I; *Semester III* Industrial Hygiene II - Physical Hazards; Industrial Hygiene Lab II, *Semester IV* Industrial Safety; Ergonomics; Conduct of Basic field project; *Semester V* Biostatistics and Epidemiology; Occupational Health and Safety Mgt; *Semester VI* Elective (Advanced Occupational Health/Advanced Indl Hygiene/Advanced Safety Engg), Conduct of an advanced field project and submission of project reports. **PG Certificate Course in Industrial Health -**

230 Sri Ramachandra

Recognition, evaluation and management, Occupational health surveillance and regulation of occupational health systems.

Medium of Instruction English

Fees (*per annum*) MSc Indl Hygiene & Safety Rs 20,000 PG Certificate Course in Indl Health Rs 25,000

Students Enrolment (2003-2004) 25 (Men 20 Women 5)

SRI VENKATESWARA UNIVERSITY

Directorate of Distance Education

Tirupati 517 502

ESTABLISHED 1972

PHONE 2249548

DIRECTOR Prof Deva Sangeetham

FAX 0877-2248393

E-MAIL devasangeetham_d@rediffmail.com.

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom	3 yrs	Intermediate
MA (English, History, Pol Sc, Public Admn, Sociology, Telugu)	2 yrs	Bachelor's degree
MA (Economics)	2 yrs	Bachelor's degree with Economics
MSc (Maths)	2 yrs	BSc/BA with Maths as one of the subjects
MSc (Psychology)	2 yrs	Bachelor's degree
MSc (Computer Science)	2 yrs	BSc with Computers/BCA/Bachelor's degree equivalent to BSc Computers
MCom	2 yrs	BCom/BA with Accounts/Econ/Stat
BEd	2 yrs	Bachelor's degree with TTC and 2 yrs experience as teacher in recognised school
BLISc	1 yr	Bachelor's degree
MBA	3 yrs	Bachelor's degree
PG Diploma in Indl Relations & Personnel Management (PGDIR&PM)	1 yr	Bachelor's degree
CLISc	1 yr	Intermediate
Open University System (OUS)		
BA/BCom	3 yrs	18 yrs of age with no formal qualification and passing the entrance test

Notification August/September **Last Date** October/November

A student enrolled with the Directorate of Distance Education, like any other regular student of the university studies the same syllabi, curricula, takes the same exam and is awarded the same degree/diploma.

Admission is open to candidates all over India except BEd course. Transfer Certificate is not required for admission into any of the courses offered by the DDE

Prospectus with application form can be obtained from the Director, Directorate of Distance Education, S V University, Tirupati on payment of prescribed fee by way of Demand Draft in favour of the Director, Directorate of Distance Education with a self-addressed stamped (Rs 32) envelope of 30 x 20 cms. Cash/MOs/Cheques/POs are not accepted. Completed application should reach the Directorate by the notified date.

232 Sri Venkateswara

Open University System BA/BCom No formal educational qualification is required. However, a candidate should have completed 18 years of age at the notification. Admission is given through entrance test conducted in English/Telugu medium at Tirupati. The entrance test (objective type) consists of questions on GK, Logical Reasoning, Language skills and elementary computational skills, of 150 marks. Candidates have to secure 35% marks to qualify the test.

Academic Activities include supply of printed material, contact programme and response sheets. Students are required to send the response sheets to the Directorate within the prescribed date for evaluation.

Contact Programmes are held in Tirupati Centre only for BEd course. CPC will be held at Tirupati, Nellore, Badvel and Kurnool study centres. The duration is spread over two summer vacations.

Student Services Library/Book bank, audio visual aids, reading rooms, telephone counselling on Sundays and guidance.

Subjects of Study BA *Compulsory* English, and *Any one* Telugu/Hindi/Tamil; *Any Three* Econ, Hist, Pol Sc, Pub Admn, Sociology. Candidates are not allowed to study the subject other than offered by the Directorate.

Medium of Instruction & Exam BA/BCom English/Telugu, BEd/ MA(Telugu) Telugu; for all other courses English.

Fees (*per annum*) BA/BCom Rs 1655, BLISc Rs 2470; MA/MCom/MSc (Maths) Rs 2240; MSc (Psy) Rs 3265; MSc (Computer Sc) Rs 17215, MBA Rs 6765, BEd Rs 5850; PG Diploma in IR&PM Rs 2075, CLISc Rs 1345.

Examinations are conducted in June/July/August. The aggregate pass marks are 40%. Paper wise pass system for the candidates admitted for the year 2002-03 onwards.

Students Enrolment (2003-2004) 7221 (Men 4407 Women 2814)

TAMIL NADU AGRICULTURAL UNIVERSITY

Directorate of Extension Education

Coimbatore 641 003

ESTABLISHED 1972 FAX 0422-431672 PHONE 431222-233
DIRECTOR Dr G Doraiswamy E-MAIL dee@tnau.ac.in

Correspondence Course in Agriculture

Duration 3 months

Areas Agricultural Processing, Banana/Cotton Cultivation, Crops for Plains, Commercial Floriculture, Crop Growth Promoters, Dairy/Dry Farming, Dry Land Fruit Cultivation, Farm Budgeting, Farm Implements, Farm Forestry/Products, Farm Fruits & Vegetables Processing, Feeds & Forage, Fish Culture, Flower/Grape Cultivation, Hills Vegetables, Irrigation Devices, Medicinal Plants, Micro-nutrients, Millet Cultivation, Mushroom Spawn production, Modern Economic Irrigation Devices, Ornamental Plants & Lawn making, Paddy Cultivation, Plant Protection, Poultry Farming, Production of Flower/Fruit/Seedlings/Farm Waste/Fruit Saplings, Palmarosa Cultivation, Pulses Seed Production, Sericulture, Soil & Water Mgt, Sugarcane Cultivation, Technologies for mushroom production, Technologies for cultivation of crops in Red Soils, Tractor Maintenance, Tree Nursery & Mushroom, Turmeric/Vegetable Cultivation etc.

Eligibility Farmers who can read and write Tamil

Application Procedure Announcement in local dailies. Farmers are required to apply in the prescribed form and remit Rs 50 towards registration fee

Course Contents Six lessons are sent at fortnightly intervals. After completion of six lessons the farmers are invited for contact programme conducted at the campus for 1 day, participants are exposed to the latest technology in various aspects of agriculture. The lessons are broadcast through AIR stations of Tamil Nadu and Pondicherry. During the contact programme, they will be issued with certificates

Farm School on All India Radio Intensive Paddy Cultivation, Bio fertilizer, Modern Poultry Farming, Integrated Plant Protection, Intensive Vegetable Cultivation, Water Management, Cotton, Low Cost Cultivation, Rainfed Millets. Rat eradication, Soil and Water Management, Bio Gas, Dry Farming, Weed Management, Tuber Crops, Sterility in Cattle, Fruits and Vegetable Preservation, Micronutrients, Seed production, Saline and alkaline soil reclamation, Sericulture, Agro-based industry, Rainfed Cotton, Mushroom, Sugarcane, Bio-energy, Flower, Water management in drought, Coconut, Organic manure, Plant protection Chemical Manures and fertilizers, Groundnut, Improved Implements, Irrigated Cotton, Irrigated Millets, Vegetables, Pulses, Fruits, Oilseeds, Irrigation Management, Agro-chemicals, Chemical fertilizers, Insecticides, Pesticides, Chemical Weedicides, Growth promoters, Mixed farming, Farm Management, Wasteland development, Medicinal Plants and Biological Pest Control, Commercial horticulture, Soil Fertility Mgt, Organic farming, Pepper cultivation, Oilpalm cultivation, Bee-keeping, Hybrid Rice Technologies, Pest Mgt, Rice-follow cotton etc.

Registration fee Rs 10.

Each course contains 13 lessons. Each lesson is recorded and broadcast through All India Radio of Tamil Nadu and Pondicherry. At the end of 13 lessons a set of questions are asked. The answers are evaluated during one day contact programme. During the contact programme practical training is also given. The successful candidates are awarded participant certificate. **Medium of Instruction/Examination** Tamil

TAMIL NADU VETERINARY AND ANIMAL SCIENCES UNIVERSITY

**Distance Education Cell
Directorate of Extension Education
Chennai 600 051**

ESTABLISHED 1990

FAX 044-25551579

PHONE 25551579

DIRECTOR Dr F R Sheriff

E-MAIL Sheriff@md4 vsnl net.in

WEBSITE tanuvas@vsnl.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Certificate Courses		
• Animal Welfare	1 yr	Bachelor's degree & 20 years of age and above
• Dairy Farming	6 months	Dairy farmers/Farm Women/Unemployed/graduates and Tamil knowing entrepreneurs
• Goat Farming	3 months	Farmers/Farm women/Unemployed youth/School dropouts and entrepreneurs who can read and write Tamil
• Post Qualification Education in Animal and Veterinary Science in India	3 months	Veterinarians employed in the field/line departments or self employed veterinarians
Farm Radio School Programme in Collaboration with All India Radio Stations of Tamilnadu	3 months	Listeners capable of understanding Tamil

So far univ has conducted more than 33 nos. of programme of Topics like Preparation of poultry feed, Recent advances in livestock farming, New technique in buffalo management, Sheep and Goat rearing, ways to reduce Milk production cost, Importance of feed in dairy farming, New techniques in broiler rearing, Importance of Agro forestry in Livestock farming, Sheep rearing for meat and wool production, Reproductive management of Dairy cattle Milk and Milk products, Layer farming, Livestock farming for self employment, Goat farming, Broiler farming, Dairy farming, Livestock Enterprises, Income from domesticated birds, Profitable goat rearing, Integrated farming systems, Self employment in livestock farming, Summer management of Livestock, Turkey farming, Livestock farming Economics Milk production and Milk products preparation, New Avenues in livestock production, Goat farming, Value added fisheries products preparation, Infertility in cows, Economics of Livestock farming, Marketing avenues and credit facilities, Guinea fowl rearing etc through All India Radio, Chennai, Karaikal, Kovai, Trichy, Madurai, Thirunelveli, Kodaikanal and Nagercoil stations in Tamilnadu for the benefit of farmers in Tamil.

Fees Certificate Courses on Animal Welfare Rs 1200; Dairy Farming, Goat Farming Rs 200; Post Qualification Education in Animal and Veterinary Sc in India Rs 250; Farm Radio School Programme Rs 10. **Medium of Instruction** English/Tamil

Students Enrolment (2003-04) 347

THE TAMIL NADU DR AMBEDKAR LAW UNIVERSITY

Department of Distance Education
Poompozhi, 5 Greenways Road, Chennai 600 028

ESTABLISHED 2003 FAX 044-24947414 PHONES 24641212 24941919
INCHARGE Prof K Govindharajan E-MAIL dde@tndalu.org
WEBSITE www.tndalu.org

<i>Course</i>	<i>Duration</i>	<i>Eligibility</i>
PG Diploma in General Insurance Law & Practice	1 yr	Bachelor's degree

Medium of Instruction English

Subjects of Study *Semester I* Principles and Practice of General Insurance, Property Insurance, Accident & Liability Insurance, Health & Personal Insurance *Semester II* Marine Insurance, Risk Management and Statistical Estimates, Insurance Laws, Project Work.

Fees (*per annum*) Rs 6300

Students Enrolment 223 (Men 187 Women 36).

TILAK MAHARASHTRA VIDYAPEETH

Open Education Centre (Mukta Vidya Kendra)

Vidyapeeth Bhavan, Gultekdi
Pune 411 037

ESTABLISHED 1985

PHONES 24261856, 24264699

HEAD Dr Shobhana Gopal Tirthali

FAX 020-24266068

E-MAIL muktavidya@vsnl.net
timavee@pn2.vsnl.net.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Visharad (BA) Social Sciences	3 yrs	(i) 12th pass - no age limit or 18 yrs of age minimum for non-HSC candidates subject to condition that they are required to pass the entrance test; (ii) 3 yrs Diploma holders are eligible for II yr, (iii) SSC old course certificate holders/ pre-degree completed are eligible for 1st year.
Visharad (BA) Nritya Shastra	3 yrs	12th Pass + Certificate in Dance/12 Pass + Madhyama of Akhil Gandharva Mahavidyalaya.
BCA	3 yrs	HSC or 3 yrs Govt recognised diploma after SSC
Bachelor in Journalism (BJ)	1 yr	Bachelor's degree.
Diploma in Journalism	2 yrs	Pass certificate in Journalism.
Diploma in Social Work	1 yr	Bachelor's degree or 12 std with 3 yrs Diploma. Candidate should be above 20 yrs of age.
Certificate in Journalism	1 yr	SSC (10th) passed and 18 yrs age
Certificate in Bakery & Confectionery	3 months	8th/9th pass Should have completed 15 yrs age.

Notification April-September *Last Date* October

Admission is open to Indian/Foreign students knowing Marathi.

Prospectus with application form can be obtained from the Mukta Vidya Kendra (Open Education Centre) on remittance of Rs 40 (Rs 50 by post). Completed applications should reach the Coordinator, Mukta Vidya Kendra, Tilak Maharashtra Vidyapeeth, Pune 411037 by the notified date.

Academic Activities include mailing of text books, blank answer books for writing home assignments and question banks, contact programmes and two issues of a Journal as supplementary reading for students.

Personal Contact Programmes are held 3 times in a year on Saturdays and Sundays at 13 centres in Maharashtra (including Yerawada Central Jail where the programme is made available to long term prisoners) which include classroom teaching, discussions and counselling. Teaching faculty of the department and some local teachers guide the students. Necessary office work is also done at the contact programmes.

Internal Assessment A student is required to write 10 home assignments per subject and mail them to the Mukta Vidya Kendra, for assessment. Students have to pass internal assessment. Assessed home assignments are returned to students after evaluation.

Library Facilities Students are allowed to make use of the university library on payment. All the text-books and additional learning material are mailed to the students. Audio cassettes are available for students.

Fee (per annum) Social Science Rs 1,450-1,500. Examination fee (Rs 200) is additional, Diploma in Journalism Rs 6500, Certificate in Journalism Rs 3,000, BJ Rs 10,000, Diploma in Social Work Rs 3,000.

Course Contents *Social Sciences* The course includes Foundation courses on Society, Indian Society, Modern India, Glimpses of Society through literature and Science & Society. The second year has six papers on Economics, Political Science, Sociology and History. The third year has five papers. Three in one of the selected subjects from Social Sciences and two compulsory - Communication Skills and study of specific social problems. The course has been designed to create awareness about social, economic and political life. English is offered as an additional subject.

Journalism Certificate 7 subjects. Theory - Introduction to Journalism, Economics, Politics, Reporting, Editing. Practical - Reporting, Editing, clipping collection, visit to rural areas. **Diploma** Theory - Reporting, Editing, Photo Feature Journalism, Current topics, Feature writing, Regional Study and Social Problems, Radio - Television - Film, Journalism & Law, Layout, Advertisement, Newspaper Management, Public Relations, Rural Journalism. Practical - Reporting, Editing, Clipping collection, Visit to Rural Area, Photo Feature Journalism, Regional/Social Problems, News Writing, Rural Journalism. The course has been designed to enable the students to obtain information, acquire new technology and enable them to acquire the skill of writing and expressing one's opinions.

Social Work Divided into two terms consisting of 5 compulsory and 2 optional subjects. Work experience and project to be completed in the second term. First Term - Foundation Course. Second Term - Child - Woman - Family Development, Urban Development Programme and Problems, Rural Social Development - Introduction and problems. The course has been designed with the aim of developing the skill of exploring the social problems and imparting a philosophical/scientific foundation among those who intend to participate in social development with a professional approach.

Medium of Instruction/Exam Learning material is supplied in Marathi only. However students so willing are allowed to write exams in English.

Examination is held in the second half of May at Ahmadnagar, Aurangabad, Mumbai, Kolhapur, Nagpur, Nashik, Pune, Ratnagiri, Satara, Solapur, Thane and Yerawada Central Jail.

Scheme of Evaluation Pass in examination and internal assessment is necessary. 70% external examination, 30% internal examination.

Diploma in Social Work Written exam 700 marks, Work experience 150 marks, Project Work 50 marks.

Students Enrolment (2003-2004) 4596 (Men 2768 Women 1828).

TRIPURA UNIVERSITY

Directorate of Distance Education

Suryamaninagar, Tripura (West) 799 130

ESTABLISHMENT 1996

PHONES 2374803 2512680

DIRECTOR Dr Amithabha Deb Ray

FAX 0381 2374801-02

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA	3 yrs	HS(+2) or equivalent
BEd	2 yrs	Bachelor's degree in Arts/Sc/Comm and who is in service and having two years of continuous teaching experience in a Govt/Govt aided/Recognised School of Tripura
MA (Education)	2 yrs	II class Hons Graduate in Education having pursued the course in the 10+2+3 or Graduate in 10+2+3 pattern having pursued Education as an Elective subject of not less than 500 marks at Degree stage and securing atleast 45% marks in the subject

Notification July/August

The syllabi and the Rules for conduct of examinations are the same as applicable to regular students of the University.

Prospectus with application form may be obtained on payment of Rs 50 through Bank Draft favouring Directorate of Distance Education, Tripura University payable at Agartala.

Academic Activities include Printed study materials, assignments, personal contact programmes on Sundays and vacations.

Commencement of Academic Sessions July to June.

Fees BA Rs 4000; BEd Rs 5000; MA Rs 7000.

Medium of Instruction/Examination English/Bengali.

UTKAL UNIVERSITY*

Directorate of Distance & Continuing Education

Vani Vihar, Bhubaneswar 751 004

ESTABLISHED 1975

PHONES 585312 581387

DIRECTOR Prof Aruna Mishra

FAX 0674-581106

E-MAIL ddce@tajamail.com

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
BA/BCom (Pass & Hons)	3 yrs	12 yr Sr Sec
MA (History, Oriya, Political Science, Sanskrit)	2 yrs	BA/BSc/BCom
DCA	1 yr	BA/BSc/BCom or 3-yr Diploma in Engineering. Selection through Entrance Test

Notification June/July

Last Date August

A student of the correspondence courses is offered the same syllabus, exam and is awarded the degree as regular student of the university.

Admission is open to persons living in India; contact classes/exams are however conducted at different places in the State of Orissa.

Prospectus with application form can be obtained from the Directorate on cash payment of Rs 100 or Rs 115 or as notified through bank draft favouring the Director, Directorate of Distance & Continuing Education alongwith a self-addressed envelope of 23 x 10 cm, if required by post. Completed application should reach the Directorate by the notified date.

Method of Instruction Printed lessons, self-check exercises, response sheets and personal contact programmes Lesson units covering the entire syllabus are sent to the students in 1-2 instalments in an academic year

Personal Contact Programmes are organised at different places in the State and at the headquarters for 10-30 days in a year.

Response Sheets Each lesson unit contains a student's response sheet, a student is required to answer the questions given in the response sheet and send them to the Directorate for evaluation.

Medium of Instruction/Exam English/Oriya. A student of BA and BCom course has the option of writing his/her answer sheets in the university examination in Oriya.

Subjects of Study BA (Pass) *Foundation Courses* Science in Everyday Life, Life and Thought of Jawaharlal Nehru. *Applied/Ancillary Course* Rural Banking *Core Courses Compulsory* English; MIL (Alternative Eng, Bengali, Hindi, Oriya, Tamil, Telugu and Urdu); *Optional* Economics; History, Sanskrit; Philosophy; Political Science. The Directorate provides course materials only in Oriya. Honours students are offered additional subjects.

Academic Session July to June

Fees Course Fee (*per annum*) BA/BCom Rs 800-900; MA Rs 2,000-2,500; DCA Rs 9,000-12,000.

240 Utkal

Examinations There will be an examination at the end of the first year of study held by the Directorate on Foundation and Applied/Ancillary Courses. The Pre-degree and Final Degree examinations are held by the university after the second and third year of study respectively.

Library The Directorate library has more than 10,000 books.

Students Enrolment (1997-98) 1595

Faculty Strength Professor 1 Readers 14 Lecturers 3.

New Courses BA/BCom (open school), MA (Education, English, Sociology, Public Administration), MBA (3 yrs), Integrated MBA (5 yrs); BBA, ***PG Diplomas in Management:*** Financial, Marketing, Human Resources, Tour & Travel, Dietetics & Nutrition, PG Diploma in Hotel Mgt & Tourism, ***Computer Application:*** MCA, BIT & Mgt, PGDCA and Diplomas/Certificates.

VIDYASAGAR UNIVERSITY

Directorate of Distance Education

Midnapore 721 102

ESTABLISHED 1994

PHONES 03222-264338/276554

DIRECTOR Prof M Maity

E-MAIL vidya295@sancharnet.in

WEBSITE <http://www.vidyasagar.ac.in>

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
MA (Bengali, English, History, Political Science)	2 yrs	Hons/Spl Hons/3 yrs General Graduation/1 yr Bridge course in relevant subject.
MCom	2 yrs	-do-
MSc (Botany, Physics, Zoology)	2 yrs	Hons/Spl Hons/Major in relevant subject
MSc (Dietetics & Community Nutrition Mgt)	2 yrs	Hons in Physiol/Zool/Biochem/ Nutrition/Food and Nutrition/Home Sc/3 yrs General Graduation with 400 marks in any of above subjects/MBBS BHMS/BAMS.
MSc (Environmental Science)	2 yrs	i)Hons/Spl Hons in any subject. ii)For Sponsored candidates: 2 yr Pass/ 3 yrs General graduate with 10 yrs experience in Sc in Lab/Institution/ Academic and Research Institution.
Bridge Course (Bengali, History, English, Political Science, Commerce)	1 yr	Bachelor's degree (10+2+2)
PG Diploma (Family Welfare)	1 yr	Hons in Physiol/Zool/Life Sc/Anthro/Clinical Nutrition/Biochem/ MBBS/BHMS/BAMS/3 yrs (Bio) Gen.

Proposed Courses

MSc (Applied Maths)

BEd

Notification/Last Date

August /November

The syllabus for each subject is the same as in the formal stream for on-campus students.

Prospectus with application form can be obtained from the Directorate on payment of Rs 200 through bank challan (UCO, V U Branch) or by sending a demand draft of Rs 250 drawn in favour of Directorate of Distance Education, Vidyasagar University, payable at Midnapore, or by downloading from our website.

Selection Procedure For MA, MCom, Bridge Courses, MSc in Environmental Studies, Dietetics & Community Nutrition Management on first come - first serve basis For MSc in Botany, Zoology & Physics on basis of merit

Commencement of Academic Sessions July-June.

Personal Contact Programmes are conducted during summer and winter recess or on a staggered basis during weekends and Public Holidays.

Instruction Modules Study materials are provided at the time of admission.

Fees MA/MCom Rs.2700, MSc Rs 16,000; Bridge Course Rs 2800, Diploma Course Rs.10,000 (+Rs 200, if the Form is downloaded from Website)

Medium of Instruction Bengali/English.

System of Examination Previous & Final (part I and II) are usually held in the month of October/December.

Admission for Foreign Students Yes

Students Enrolment (2003-2004) 10778

Faculty Strength Professors 80 Readers 107 Lecturers 156

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY

Distance Education Programmes

Nagpur 440 011

ESTABLISHED 2001 FAX 0712-2223969 PHONES 2223710 2222828

DIRECTOR Dr C S Moghe E-MAIL director@vnitnagpur.ac.in

WEBSITE www.vnitnagpur.ac.in

<i>Courses</i>	<i>Duration</i>	<i>Eligibility</i>
Certificate Courses	6 months	Students/Teachers from Engineering and MCA Courses and Working Professionals

- Mobile Computing (IT 601)
- Data Banking System (IT 603)
- Human Computer Interaction (IT 604)
- Distributed System (IT 605)
- Embedded System (IT 606)
- Signals & System (IT 626)
- Modern Information System (IT 640)

Fees Rs 10,000/5,000 for working professional, Rs 6,000/3,000 for teachers/students.

Medium of Instruction/Examination English.

Students Enrolment (2003-2004) 91 (Men 80 Women 11)

The courses are conducted in collaboration with Kanwal Rekhi School of Information Technology and IIT Bombay, Mumbai.

INDEX

Graduate

BA

- BA 3 7 9 19 23 30 32 35 38 45
50 52 65 66 68 70 72 79 90
102 116 119 122 123 128 133
137 140 145 147 156 158 162
164 168 171 182 187 196 199
210 219 224 231 238 239
- Agricultural Marketing 71
- Ancient Indian Hist. Culture &
Arch 50 66 71
- Applied Statistics 200
- Arabic 71 94 96 157 166
- Assamese 16
- Astrology 219
- Bengali 16 31 34 66 157 193 202
- Bus Mgt 138
- Child Care & Community
Organising 7
- Computer Sc/Application 34
- Commerce 16 66
- Consumer Studies 16
- Cooperation 77 166 204
- Corporate Secretaryship 166
- Dance 71
- Defence Studies 211
- Drawing & Painting 71
- Economics 5 7 16 22 31 34 40
50 54 56 62 66 69 71 74 77 91
94 103 124 138 153 157 160
166 169 174 182 188 198 200
202 211 224 232 239
- Education 22 50 103 128 138
188 193 211
- English 5 16 22 31 34 40 47 50
54 56 62 66 69 71 91 94 103
124 133 138 153 157 160 166
169 174 179 182 184 193 198
200 202 204 211 224 232 239
- Environmental Edn/Studies 200
- Export Procedures and
Documentation 7 16
- Fashion & Apparel Design 92
- Feature Writing 7 16
- Foundation 71 91
- French 69 96 157 166
- Functional English 5
- Fundamentals of Humanity &
Social Sciences 7
- German 96 157
- Geography 71 138 200 224
- Gujarati 7 16 224
- Hebrew 157
- Hindi 5 7 16 22 34 50 54 66 69
71 91 94 103 124 133 138 157
160 166 182 200 202 211 224
- History 5 7 16 22 31 34 40 47
54 56 62 66 68 69 71 77 91 94
103 124 138 157 160 166 169
174 179 182 184 188 193 198
200 202 204 211 224 232 239
- Home Science 71
- Horticulture & Food Processing
150
- Human Environment 7 16
- Humanity of Gujarati/Eng/Hindi
7
- Humanity of Sc & Tech 7
- Indian Heritage & Culture 198
- Interior Design 92
- Jain Vidhya 133
- Jain Jantar Darshan 133
- Kannada 16 22 69 96 157 166
- Latin 96 157
- Linguistics 71 211
- Malayalam 16 22 69 94 157 166
- Marathi 66 202
- Marathi 16 40 71 224
- Marketing 7 16
- Marketing Management 138
- Maths 34 54 66 71 91 103 124
138 160 200 211
- MIL 5 16 103 239
- Medieval/Modern History 50
- Music 71 124 166 179 184
- Nepali 193
- Non-Violence 133
- Nritya Shashtra 236
- Nutrition for the Community 7
16
- Nutrition & Health Education
103
- Office Organisation &
Management 7 16
- Organising Child Care Service
16
- Oriya 16
- Persian 66 71 138 157 166
- Philosophy 22 34 50 66 69 71
94 138 193 200 202 239
- Political Science/Politics 5 7 16
22 31 34 40 50 54 56 62 66 69
71 91 94 103 124 133 138 157
160 169 174 182 188 193 198
200 202 211 224 232 239
- Population Studies 56 62
- Prakrit 133
- Psychology 40 71 138 166 184
188 200 202 211
- Public Admn 5 7 16 22 31 34 47
54 91 124 160 182 198 200
211 232
- Punjabi 16 103 138 160 200 211
- Religious Studies 211
- Rural Banking 71 239
- Russian 157 200
- Sanskrit 22 34 50 66 71 94 96
103 124 133 138 157 160 166
200 202 224 239
- Science of Living 133
- Science & Technology 5 182
- Secretarial Practice 7 16
- Sociology 5 7 16 22 31 34 40
54 56 62 66 69 71 91 94 124
138 160 174 182 184 188 193
198 200 202 211 224 232
- Social Work 71
- Social Sciences/Studies 5 169
182 236
- Statistics App 200
- Syriac 157
- Tamil 16 22 56 69 77 94 96 103
157 166 169 179 184 204
- Teaching of Primary School 16
- Telugu 5 16 22 54 69 166 196
- Translation 7 16
- Urdu 5 16 22 34 50 66 71 96 103
138 157 166 182 202
- Writing for Radio 16
- BA (Education) 28
- BA (General) 50 193
- BA (Hons) 30 66 72 102 163
202 239
- BA Journalism & Mass
Commun 221
- BA (Open) 3 7 9 16 20 21 36 38
49 53 60 68 95 128 147 149
165 180 224 231 240
- BA/BCom (Private) 154
- BA (Spl Hons) in Rabindra
Sangeet 214
- BAL 57 62
- BATT 221
- BBA/BBS 23 47 51 70 77 79
94 116 117 119 128 164 168
172 174 179 184 206 219 221
240
- BBA (Computer Application)
56
- BBA (Computer Application)
(Open) 60
- BBA (Hotel Mgt/Tourism Mgt)
51 185
- BBA (Open) 60 165
- BBA (RTM) 145

246 Index

- BBM** 47 68 74 140 162 164 174 195
BBM (Open) 165
BCA 9 23 28 47 51 58 70 74 77 79 116 119 123 128 140 150 156 159 164 168 172 174 179 184 185 202 204 206 217 221 236
BCA (Open) 60 165 180
BCAM 119
BCJ 106 147
BCS 47 164 206
BCom 3 7 9 19 20 23 28 30 32 35 38 45 47 50 52 56 66 68 70 72 74 77 79 90 94 102 116 119 122 123 128 137 140 145 147 149 153 156 158 162 164 168 171 179 182 184 187 196 199 204 206 210 219 224 231 239
BCom (Computer Application) 56 147 156 174 204
BCom (Computer Application) (Open) 60
BCom (Hons) 30 66 72 102 163 202 239
BCom (General) 50
BCom (Inf System) 221
BCom (Open) 3 7 9 16 20 21 36 38 49 53 60 68 95 147 165 180 224 231 240
BCom (Co-operation) 156
BE-Com 119
BCom (Professional) 119
BE 141
 Architectural 141
 Bioinformatics 141
 Computer Science 141
 Elect & Commun 141
 Forestry 141
 Information Tech 141
 Mechanical 141
 Printing 141
BEd 9 19 23 32 35 38 52 123 137 147 154 171 199 210 227 231 238
BEd (SE-DE) 23
BEd (GE-DE) 23
BGL 57 62 147 168
BHA 9
BHM 51
BFT 174 206
BHSc 38
BIM (Inf Mgt) 159
BIRM 119
BIS 159
BIT 9 240
BJ 236
BJMC 35 65 70 116 123 145
BLIS/BLISc 3 10 19 23 28 32 38 47 56 65 70 72 79 90 94 106 116 120 128 145 147 159 162 163 164 168 171 174 179 199 202 210 231
BLitt/BLit 47 56 164 179
BLitt (Open) 60 165 180
BLit (Tamil) 164 179 204
BLit (Tamil) (Open) 164 180
BMC 117
BMLT 51 90 177 221
BMM 56 206
BMM (Open) 61
BOT 221
BOpt 51
BPP 7 9
BPR 3
BRIT 51 90
BSIS 159
Bridge Course 133 137 193 241
BRTM 145
BS 80
 Agriculture Science 140
 Alternative Medicine 140
 Ayurvedic Pharmacy 140
 Ayurvedic Physician Asstt 140
 Engineering & Industrial Tech 80
 Engineering Technology 80
 Homeopathy Pharmacy 140
 Homoeopathy Physician Asstt 140
 Industrial Engg & Tech 80
 Information System 80
 Marine Engg 80
 Ophthalmic Assistant 81
 Optometry 81
 Patient Care & Nursing 141
 Patient Care & Nursing Mgt 140
 Physician Assistant 81 140
 Power Engineering 81
 Process Engineering 81
 Veterinary Physician Asstt 140
BSc 3 9 23 32 51 52 56 74 92 94 95 116 122 128 135 140 145 156 164 168 174 179 195 204 221
 Applied Bio Chemistry 185
 Applied Bio Tech 221
 Applied Chemistry 56
 Applied Inf Tech 221
 Biochem 128 185
 Bioinformatics 92 128
 Biology 140
 Biotech 128
 Botany 3 5 31 32 34
 Catering & Hotel Mgt 185
 Chemistry 3 5 9 16 31 32 34 52 54
 Computer Application 32 54
 Computer Science 32 52 58 74 156 174 195 204
 Costume Design and Fashion 74
 Design 23
 Electronic Science 56
 Environmental Sciences 92
 Fashion Design 128 140 221
 Fashion Tech 51
 Garment Design & Fashion Tech 185
 Geography 31 164
 Geology 3 5
 Hospitality, Catering & Tourism 221
 Information Tech 51 119 185
 Insurance and Actuarial Sc 221
 Interior Design 128 140
 IT Enabled Service 23
 Jewellery Design/Gemology 128
 Lab Tech 185
 Life Sciences 9 16
 Maths 3 5 9 16 31 32 34 47 52 54 56 74 77 94 140 156 164 168 179
 Maths with CA 56
 Maths (Open) 61
 Microbiology 34 128
 Multi Media 221
 Physics 3 5 9 16 31 32 34 52 54 74
 Psychology 56 164
 Psy (Open) 61
 Statistics 52 54
 Textile Design 128 140
 Visual Communication 74 185
 Zool 3 5 31 32 34
BSc (Geography/Maths/Psy) Open 165
BSc (Open) 5
BSc (Hons) 23 30
BSc (Hons) Maths 23
BSc (MLT) 128 140 177
BSc (MRIT) 128
BSc (Nursing) 9 23
BSc (Nursing) Post Basic 140
BSc (Hons) Phy/Comp Sc 23
BSc (IT) 20 23 38 77 116 195
BSc (Med Psy) 174
BSc (Optometry) 135 140
BSc (Special) 3
BHIA 177 221
BMIT 221
BPT 90 128 141 221
BTech 10
 Aeronautical 140

Automobile 128
 Biotech 128 140
 Bioinformatics 128
 Chemical 128 140
 Computer Sc & Engineering 128
 140 143
 Civil 10 128 140 143
 Construction Management 10
 Electrical 128 140
 Elect & Telecom 140
 Elect & Electronics 143
 Electronics & Communication 128
 140 143
 Information Tech 128 140 221
 Metallurgical 128
 Marine Engg 38 140
 Mechanical 128 140 143
 Water Resources Engineering 10
BTS 9 32
LLB (Academic)/BAL/BGL 57
 62 120 137 154
Visharad 236

Dual Degree Programmes 58
 BA Socio & BSc Computer Sc
 58
 BA Socio & BSc Inf Tech 58
 BA Socio & BSc Visual
 Commun 58
 BA Eco & BSc Computer Sc 58
 BA Eco & BSc Inf Tech 58
 BA Eco & BSc Visual Commun
 58
 BCom & BSc Comp Sc 58
 BCom & BSc Inf Tech 58
 BCom & BSc Visual Commun
 58
 BBA & BSc Computer Sc 58
 BBA & BSc Inf Tech 58
 BBA & BSc Visual Commun 58
 BSc Psy & BSc Computer Sc 58
 BSc Psy & BSc Inf Tech 58
 BSc Psy & BSc Visual Commun
 58
 BSc Maths & BSc Computer Sc
 58
 BSc Maths & BSc Inf Tech 58
 BSc Maths & Visual Commun
 58
 BSc Electronics Sc & BSc
 Computer Sc 58
 BSc Electronics Sc & BSc Info
 Tech 58
 BSc Electronics Sc & BSc
 Visual Commun 58
 BSc App Chemistry & BSc
 Computer Sc 58
 BSc App Chem & BSc Inf Tech
 58
 BSc App Chem & BSc Visual
 Commun 58
 BSc Computer Sc & BSc Visual
 Commun 58
 BSc Inf Tech & BSc Visual
 Commun 58
 BSc Visual Commun & BSc
 Computer Sc 58
 BSc Commun & BSc Inf Tech
 58

Postgraduate

LLM/ML 46 90 129 148 159
 162 175 227
MA
 MA 72 119 163 193
 Advertising & Public Relations
 168
 Ancient Indian History, Culture
 & Archaeological 24
 Ancient Indian History,
 Medieval & Modern History
 32
 Arabic 94 98 156
 Archaeology 162
 Assamese 105 112
 Astrology 209
 Baudha Studies 115
 Bengali 66 92 193 214 241
 Child Care & Education 47
 Commun & Journalism 168
 Criminology & Police Sc 179
 Commerce 66 112
 Cooperation 77
 Development Alternatives &
 Voluntary Action 176
 Distance Education 10
 Drawing & Painting 145
 Economics 3 19 24 28 32 34 35
 45 52 56 66 68 77 90 94 105
 112 123 128 141 145 147 154
 156 158 162 164 168 171 174
 187 196 199 210 224 226 231
 Economics (Open) 61

Education 72 128 159 238 239
 240
 English 3 10 19 24 32 34 45
 47 52 56 66 68 77 90 92 94
 112 123 128 137 145 147 153
 156 158 162 164 168 171 179
 184 187 193 196 199 210 214
 224 226 227 231 240 241
 English Lang & Litt 174
 English (Open) 61
 Fine Arts 224
 French 68 98
 Gandhian Thought 115 168
 German 98
 Geography 128 145 158
 Gujarati 224
 Hindi 19 32 34 35 52 66 68 90
 94 101 102 123 128 137 145
 147 156 158 162 171 187 196
 199 206 210 224
 History 3 19 24 28 35 45 47 52
 56 66 68 77 92 94 102 105
 112 123 128 141 145 147 158
 162 164 168 171 174 179 187
 193 196 199 204 206 210 214
 224 226 231 239 241
 Hisotry (Open) 61
 Hospital Admn 47
 Human Rights 204
 Islamic History 156
 Jaina Studies 115
 Jamology 133

Journalism & Mass
 Communication 128 204
 Kannada 19 68 152 162
 Labour Mgt 168
 Linguistics 56
 Maithili 66
 Malayalam 94 156
 Marathi 187 224
 Mass Communication 119 159
 Mass Communication (Lateral
 Entry) 159
 Mass Communication &
 Journalism 47
 Mathematics 52 66 105 112 123
 128 147 154 158 171 174 193
 Multimedia 174
 Music 123 156 184
 Nepali 193
 Oriya 239
 Persian 66
 Personnel Mgt & Industrial
 Relations 47
 Philosophy 52 66 68 77 92 94
 112 156 187 193 196
 Philosophy & Religion 168
 Police Admn 119
 Political Science/Politics 3 19 24
 28 32 34 35 45 52 56 66 68 90
 92 94 102 105 112 123 128
 145 147 156 158 162 164 168
 171 174 187 193 196 199 204
 206 210 214 224 226 231 239
 241

248 Index

- Political Sc (Open) 61
 Population Studies 56 131
 Population Studies (Open) 61
 Psychology 28 128
 Public Admn 3 24 52 56 106 123
 128 145 147 156 158 164 168
 171 179 199 204 231 240
 Public Admn (Open) 61
 Public Personnel Mgt 196
 Punjabi 158 199 210
 Rabindia Sangeet & Vocal
 Music 214
 Religious Studies 210
 Russian 98
 Sanskrit 19 66 68 94 102 145
 147 156 158 162 171 196 214
 224 239
 Science of Living 133
 Sikh Studies 210
 Sociology 3 19 24 32 34 45 52
 56 68 90 94 105 123 128 145
 147 156 162 168 174 187 196
 199 206 224 226 231 240
 Sociology (Open) 61
 Spanish 98
 Tamil 47 56 77 94 164 168 179
 184 204
 Tamil (Open) 61
 Telugu 45 52 68 147 196 226
 227 231
 Urdu 19 66 68 137 147 154 162
 196
 Women's Studies 184 227
MA (Open) 21 68 180
MAJM 222
MAPMIR 148
MBA 3 10 19 24 32 35 38 46 47
 51 54 57 74 78 92 104 117
 129 141 145 159 168 172 175
 179 184 196 204 212 216 217
 219 222 227 231 240
MBA (Distance Mode) 148
MBA (Lateral Entry) 160
MBA (Inf Tech) 222
MBA (Executive) 123
MBA (Integrated) 240
MBA (Part Time) 120
MBA (RTM) 145
MBE 119
MBF 10
MBFM 90
MBL 191
MBM 47 168
MCA 10 23 33 48 51 58 74 77
 90 117 119 129 141 148 159
 164 168 172 175 179 184 195
 196 204 222 227 240
MCA (Integrated) 117
MCA (Lateral Entry) 24 58 77
 117 159 172 179
MCJ 106
MCS 47
MCom 3 19 38 45 47 52 56 66
 68 72 74 77 90 92 102 105
 112 119 123 128 137 141 147
 153 154 156 158 162 164 168
 171 175 179 184 187 196 199
 204 210 219 226 231 241
MCom (Accounts Mgt) 24
MCom (Bank Mgt) 77
MCom (BIM) (Open) 61
MCom (Computer Application) 56
MCom (Financial Mgt) 77
MCom (Inf System) 222
MCom (Insurance Mgt) 47
MCom (Banking & Insurance Mgt) 56
MCom (Cooperative Mgt) 56
MCom (Coop Mgt) (Open) 61
MCom (Marketing) 94
MCom (Open) 21 68 180
ME (Collaborative) 81
 Project Engg 81
ME
 Computer Science 141
 Elect & Commun 141
 Forestry 141
 Inf Tech 141
 Mechanical 141
MEd 19 28 38 52 114 123 137
 148 154 199 210
MFC 47 199
MFCA 90
MFM 57 206
MFT 206
MHR (Human Rights) 206
MHRM 57 206
MIB 117
MIBM 90
MJMC 35 123 145
ML/LLM 57
MLIS/MLISc 3 10 24 32 47 57
 70 77 90 106 116 129 159 164
 168
MLM 168
MMC 117
MMM 47 57 159 206
MPM (Public Mgt) 206
MPS 131
MS
 Consciousness Studies 81
 Consultancy Management 81
 e-Business 82
 Educational Mgt 47
 Engineering Management 82
 Industrial Production & Mgt 82
 Management Systems 82
 Manufacturing Mgt 82
 Medical Lab Tech 82
 Microelectronics 82
 Pharmaceutical Operations &
 Mgt 82
 Quality Mgt 82
 Software Engineering 83
 Software Systems 83
 Telecommunication & Software
 Engg 83
MSc 3 24 38 45 47 52 56 68 74
 77 95 105 112 117 119 123
 129 133 137 141 147 153 154
 156 158 162 164 168 171 174
 179 184 187 193 195 196 204
 221 226 227 229 231 241
 Agri 38
 Biochem 129 141
 Biotech 129 141
 Bio Informatics 57 129 141 222
 Botany 24 45 57 129 162 241
 Chemistry 24 45 57 129 162
 179
 Computer Sc 24 59 74 117 119
 141 171 195 221 231
 Computer Sc (Lateral Entry) 59
 Dietetics & Community
 Nutrition Mgt 241
 E-Comm & Its Appln 77 199
 Economics 112
 Electronic Sc 57
 Electronics 129
 Environmental Sc Studies 147
 162 179 241
 Fisheries 137
 Geography 158
 Guidance & Counseling 184
 Industrial Hygiene & Safety 229
 Information Tech 20 24 47 51
 58 77 105 119 129 174 195
 204 221
 Mathematics 3 24 45 47 56 68
 74 77 95 112 119 123 129 147
 153 154 156 158 162 168 179
 187 196 226 227 237
 Microbiology 45 129 141
 Networking & Inf Tech 179
 Physics 24 45 56 129 162 179
 241
 Psychology 147 164 184 231
 Psychology (App) 57 74
 Science of Living 133
 Software/Software Tech & Mgt
 5 9 77 179
 Zoology 24 45 57 129 162 241
MSc (Hons) Comp Sc 24
MSc (Computer Sc) (Lateral Entry) 117 171
MSc (Computer Sc) (Software Lateral Entry) 159
MSc (Hons) Maths 24
MSc (MLT) 141

MSc (Tech) Pharmaceutical	Bioinformatics 129	Information Tech 129
Chem 81	Civil 129 141	Mechanical 129 141
MSW 24 145	Computer Sc & Engg 129 141	MTTM/MTM 10 90 168
MSc (Inf Tech) 204	Electrical 129 141	MWS 47
MTech	Electronics & Commun 129	PG Courses (Private) 154
Biotech 129	Electronics & Telecom 141	

Research Degrees

MPhil 3 19 38 48 60 74 97 98	Hindi 19 123 148 159	Public Admn 3 60 148 168
110 123 168 179	History 19 48 60 78 123 148	Punjabi 159
App Geology 60	168 179 204	Russian 98
Biochem 60	Historical Studies 184	Sanskrit 19 159
Bio-Tech 78	Hospital & Health Systems Mgt	Sociology 3 19 60 78 168 184
Botany 60 78 148 204	83	Spanish 98
Bus Admn 60	International Business 48	Statistics 60 78
Chemistry 60 78 148	Kannada 19	Tamil 48 60 74 78 168 179 184
Computer Science 48 60 74 78	Labour Studies 168	204
179 184 204	Life Sc 179	Telugu 148
Commerce 3 19 48 60 74 78	Library & Inf Sc 48 60	Women's Studies 184
123 148 159 168 179 204	Linguistics 60	Zoology 60 78 148 204
Corporate Secretaryship 48	Management 48 74 204	
Development Stats 3	Marine Biology 60	PhD 3 13 19 25 35 38 97 148
Distance Education 148	Mass Communication 184	Commerce 3
Economics 3 19 60 74 78 123	Maths 48 60 74 78 148 168 179	Development Stats 3
148 159 168 184 204	204	Distance Education 4 148
Education 19 48 60 168 179	Microbiol 60	Economics 3
184	Music 184	English 97
English 19 60 74 78 97 110 123	Optometry 83	Environmental Sciences 148
148 159 168 179 184	Philosophy 60	Geography 3
Entrepreneurship 168	Physics 60 78 148 179	Political Science 3
Environmental Science 148	Physician Asstt 83	Public Admn 3
Family Life Mgt 184	Physical Education 60 159	Sociology 3
Futures Studies 110	Population Studies 60	PhD Agri 38
Gandhian Thought 168	Political Science 3 19 60 123	PhD (Off Campus) 84
Geography 3 78	148 159 168	DPhil (Edn) 32
Guidance & Counselling 184	Psychology 60 74 184	

Diplomas

Aqua Tech 185	Applied Nutrition & Dietetics	Business Admn/Mgt 25 48 58
Administrative Kannada 151	68	68 70 112 116 120 137 148
Academic Laws 165	Aquaculture Mgt 60	159 197 204 206 226
Accounting and Taxation 48	Archaeology, Culture & Tourism	Business Ethics 125
Accounting & Auditing 165	151	Business Finance 4
Adolescent Paediatrics 156	Art of Handicrafts 151	Business Laws & Practice 158
Advtg & Computer Graphics	Astrology 169 219	Careers and Ednl Counselling
158	Audio Programme Production	185
Adult Education 220	11	Catering Tech and Hotel Mgt
Advance Networking Systems	Automobile Engg 141	186
75	Ayurvedic Pharmacy Sc 141	Chemo-informatics 24
Advertising 58	Banking 165	Chemical Analysis & Quality
Agri Business Mgt 39	Banking & Finance 72 206	Management 125
Agricultural Marketing/Mgt 100	Bioinformatics 24 74 120 197	Chemical Process Instru &
206	222	Control 59
Applied Population Research	Biodiversity & Bioresource Mgt	Child Adolescent and Family
110	72	Counselling 156
Applied Statistics 110	Biopesticides 150	Child Care & Nutrition 129
Application Software 227		Child Care Trg 185 186

Index 250

- Civil 129 141
 Clinical Pathology 142
 Consumer Rights and Responsibilities 180
 Colour Gem Stone 129
 Conflict Mgt 57
 Commercial Art 120
 Commercial Fruit Edn 39
 Commercial Veg Production 39
 Communicative English 25 125
 Computer Application (evening) 148
 Computer Basic 33
 Computer Application/Sc/ Programming 24 25 33 48 51 59 63 65 70 72 74 78 108 116 120 123 125 129 130 141 142 145 156 158 169 171 179 184 197 204 206 217 222 227 239 240
 Computer Application Teacher Edn 120
 Computerised Financial Accounting 39
 Computer Hardware Maintenance & Network Technology 39
 Computer Hardware Tech 141
 Computer Maintenance & Networking 158
 Computer Operations 39
 Computer Programming & Inf Tech 130
 Computer Sc (Software) 158
 Computer Software Tech 141
 Computer System & Mgt 48
 Computers in Office Mgt/Services 33 35
 Computer Teaching 158
 Communication & Journalism 156
 Cooperation 111
 Cooperation & Rural Dev 165
 Copyright Patent & Cyber Laws 156
 Concrete Tech Hygiene 59
 Construction Mgt 11 59
 Cooperative Mgt 60 204 206
 Cooperation & Rural Studies 52
 Cosmetology 121
 Counselling 120
 Criminology and Police Admn 106
 Creative Writing in English 11 20 32
 Creating Writing in Hindi 11 32
 Culture & Tourism 35
 Cyber Laws 189
 Cyber Laws and Ethics 120
 Cyber Laws and Intellectual Property Rights 125
 Dalith Studies 151
 Dev Communication 151
 Design and Construction of Concrete Structures 59
 Development Alternatives & Voluntary Action 176
 Dieticians and Nutritionist 32 240
 Distance Edn 7 11 19 148
 Dietetics and Therapeutic Nutrition 25
 Divinity 210
 Dravidian Studies 151
 Dress Designing & Tailoring 120
 Early Childcare, Survival, Growth and Dev 156
 Early Childhood Care & Edn 11 33 129
 E-Business 24
 e-Commerce 120 158
 Educational Management 32
 Educational Planning & Mgt 156
 Electrical 129 141
 Electronics & Commun 129
 Electronics Engg 38
 Electricals & Telecom 141
 Energy Auditing & Mgt 184
 English 19 97
 English Hindi Translation 100
 English Language Teaching 197
 Environmental Economics 125
 Environmental Education/ Studies/Management 4 52 106 125 158 217
 Environmental Impact Assessment 65
 Environmental Laws 191
 Epigraphy 180
 Epigraphical Studies 151
 Export Marketing/Mgt 24 48 120 158
 Export Procedure & Documentation 180
 Family & Health Counselling 227
 Family Health 229
 Family Life Mgt 185
 Family Welfare 241
 Fashion Designing 33 39 129 130
 Financial Mgt 10 24 28 32 36 58 72 90 108 159 165 187 206 240
 Financial Mgt & Accounting 51
 Financial & Tax Mgt 70
 Floriculture & Landscape Gardening 39
 Folk Arts 151
 Folk Music 121 151
 Food Processing 28
 Food & Beverage Services 185 186
 Foreign Trade 142
 Food Production 185 186
 Forestry Mgt 106
 Foundation in Agri 38
 Front Office Mgt 185 186
 Functional English 52 180
 Functional Hindi 156
 Functional Kannada 151
 Functional Tamil 180
 Gandhian Studies/Thought 200
 General Insurance Law & Practice 235
 Gem Identification 129
 Gemology Design 129
 Gem Processing 129
 Geriatric Medicine 11
 Graphics and Animation 222
 Guidance & Counselling 60
 Gurmat Sangeet 120 121 210
 Hardware & Networking 222
 Health Education & Nutrition 33
 Health, Family Welfare/& Population Edn 199
 Herbal Studies 184
 Higher Education 11 19
 Hindi (Translation) 68
 Home Management 121
 Homoeopathic Pharmacy Sc 141
 Hospital & Health Management 11 25
 Hospital Mgt 48 60 141 180
 HIV and Family Edn 12 108
 Hotel Mgt & Tourism 240
 House Keeping Mgt 185 186
 Human Resource Development/ in Industry 145 206
 Human Resource Management 10 19 24 28 36 90 108 112 156 159 204 240
 Human Rights/Law 4 125 191
 Human Rights & Duties Edn 72
 Human Rights & Human Values 180
 Indian Cultural History & World Civilisation 165
 Industrial Biotech 59
 Indigenous Knowledge 151
 Industrial Chemistry 217
 Industrial Hygiene 59
 Industrial Pollution & Control 59

- Industrial Safety 59
 Industrial Relations & Personnel Mgt 231
 Industrial Relations, Labour Welfare & Personnel Mgt 116
 Information Technology 11 24 116 123 127 130 158 179 222
 Insurance Bus Mgt 159
 Insurance & Risk Mgt 120
 Interior Decoration Design 120 129
 Intellectual Property Rights Law 191
 International Humanitarian Laws 189
 International Bus Orgn/ Operations 11 24 90 206
 International Bus & Export Mgt 106
 Insurance Laws/Management Business 24 48 180 204 206 210
 International Relation 202
 International Mktg & Intl e-Bus 32
 Interior Designing and Decoration 39
 IT Enabled Services 24
 Internet, Website Designing & Mgt 33
 Journalism 19 39 202 236
 Journalism & Mass Communication 11 28 32 51 108 110 120 129 158 169 195 210
 Jewellery Design 129
 Jewellery Manufacturing 129
 Kannada 19 151
 Karnataka Studies 151
 Labour Laws 72 165
 Labour Laws with Admn Law 57 169
 Labour Laws, Industrial Relations and Personnel Mgt 35
 Law 79
 Law of Taxation 57
 Library Automation & Networking 125
 Library & Information Sc 35 70 158 210
 Library Science 120
 Management 10 11 20 24 25 36 72 79 163 165 169 240
 Management of Voluntary Welfare Organisations 52
 Maintenance of Home Appliances 180
 Maintenance of Medical Instrumentation 180
 Manufacturing and Maintenance of Water Treatment Plants 185
 Marine Environmental 60
 Marine Microbiol Tech 60
 Marketing Management 4 10 19 24 28 36 58 68 70 72 90 106 116 120 156 158 163 165 169 206 226
 Mass Communication & Journalism 199 217
 Mass Communication and Translation Techniques in Urdu 125
 Materials Management 59
 Maternal & Child Health 11 25
 Mech 129 141
 Maths 197
 Methods of Teaching Eng 180
 Medical Lab Tech 90 129 141 185
 Medical Laws 189
 Medical Law & Ethics 191
 Medical Transcription 120
 Microbiol Biotech 75
 Micro Credit Mgt 110
 Mushroom Tech 72
 Music 52
 NGO Mgt 48 184 185
 Nautical Sciences 80
 Nursing Asstt 141 186
 Nutrition Dietetics 51
 Nutrition Food & Child Welfare 90
 Nutrition & Health Education 12 20 25 35
 Office Computing 39
 Operation Management 10 24
 Operations Research/ & Application 90 110 206
 Operations Research for Management 187
 Ophthalmic Techniques 186
 Ophthalmic Nursing Asstt 186
 Panchayati Raj 110 176
 Patents Law 189
 Personnel Management 68 70 106
 Personnel Management & Industrial Relations 52 58 120 168
 Personnel Management & Labour Laws 48
 Personnel Management & Labour Welfare 123
 Personal Secretaryship 180
 Pisciculture 150
 Petroleum Exploration 60
 Petroleum Refining Engg 59
 Pharmaceutical Sales Mgt 51 222
 Pharmaceutical Marketing 206
 Physiotherapy 129 141
 Planning & Project Management 125
 Pollution Management 65
 Population Education 220
 Portfolio Management 206
 Primary Edn 12
 Printing Tech & Graphic Arts 39
 Production Management 59
 Project Management 48
 Psychological Counselling 106 145
 Public Administration 202
 Public Relations 58
 Radio Imaging Tech 129 141
 Radio Prasara 11
 Refraction Optometry 129
 Refrigeration & Airconditioning 129
 Rural Biotechnology 72
 Rural Development 11 20 25 33 90 150 158 226
 Rural Mgt 28
 Saiva Siddhanta (Open) 61 169
 Sales and Advtg Mgt 106
 Sales and Marketing/Mgt 51 112
 Secretarial Practice 130
 Sericulture 150
 School Management 39
 Social Work 70 90 236
 Social Work and Human Resource Mgt 217
 Software Marketing/Tech Engg 116 206
 Sociology of Health 60
 Special Edn for Persons with Multiple Disabilities (Neurological & Physical) 185
 Sports Management 48
 Statistics 199
 System Analysis & Data Processing 63
 Tamil Grammar/Literature 165
 Taxation Law 165
 Teaching of Arts & Crafts Edn 141
 Teaching of English 182
 Telecom Tech 222
 Telecommunications 125
 Telugu Translation 52
 Taxation 72 180
 Textile Designing 33 120 129
 Theatre Arts 151

252 Index

- Theatre for Holistic Dev with
Speical Emphasis on People
with Disabilities 185
- Tourism & Hotel Mgt 24
- Tourism/Hotel Management/
Admn 24 35 58 70 90 145 158
206
- Tourism Studies 11 12 20 33
163
- Translation 11 32 101 117 151
210
- Translation (English) 158
- Translation (Hindi) 125 158
- Travel and Hospital Mgt 222
- Travel & Tourism Management
52 156 240
- Tribal Studies 151
- T V Production 125
- Urdu 52
- Vedic Karmkand 122
- Veterinary Pharmacy 141
- Water Resources Engg 11
- Women Studies 4 151
- Writing for Mass Media 4
- Yoga & Meditation 106
- Yogic Sc 122
- Yogic Studies 28
- Youth in Dev Work 12
- DPT 90
- DRIT 90
- PGDAPR 195
- PGDA&PR 117
- PGDBST 117
- PGDEC 204
- PGDEM 117
- PGDHHM 90
- PGDIS (Regular) 148
- PGDMC 117
- PGDTTM 195

Certificates

- Accounting 164
- Advanced Applications
Programming 197
- Agri 109 233
- Air Conditioning &
Refrigeration 142
- Animal Welfare 234
- Animal and Vet Sc in India 234
- Automation & Accounting 53
- Automation & Internet Tech 53
- Automation & Multimedia Tech
53
- Automobile Tech Engg 60 142
- Bridge Course in Eng for Rural
Students 185
- Bakery & Confectionery 236
- CAD 39
- Child Care & Development 7
- Child Care & Nutrition 33
- Computer Accounts & Operator
130
- Computer Application 25 30
117 158 164
- Computer Basics 33
- C++ 227
- Computing 7 12 28 35 182
- Computerised Financial
Accounting 39
- Computer Hardware Tech 130
- Computer Literacy Programme
13
- Computer Operations 25 39
- Computer Operations for the
Blind 39
- Commonwealth Cert Youth in
Dev Work 12
- Commonwealth Executive
Master of Bus Admn 13
- Commonwealth Executive
Master of Pub Admn 13
- Communicative Arabic 156
- Communicative English 25 156
- Consumer Protection 12 33
- Cost Accounting 164
- Credit Certificate 165
- Culture & Tourism 35
- Cutting Tailoring & Dress
Making 130
- Dairy Farming 234
- Data Banking System 243
- Desk Top Publishing 39 130
- Diet Therapy 224
- Disaster Management 12 33
- Distributed System 243
- Electrical Tech/Engg 130 142
- Electronics Engg 142
- Embedded System 243
- English 97 137 224
- English Communication 4
- English for Official and Bus
Commun 185
- Empowering Women through
Self Help Groups 12
- Environmental Studies 12 20 33
- Food & Nutrition 4 7 12 20 28
35 182
- Foreign Trade 164
- Floriculture 194
- Functional English 182
- Functional Tamil 164
- Gardening 39
- Goat Farming 234
- Gram Swaraj 176
- Guidance 12 20
- Gurmat Sangeet 121
- HIV and Family Edn 13 33 108
- Herbal Cosmetology 185
- Human Computer Interaction
243
- Human Rights 12 33
- Industrial Health 229
- Indian History & Culture 164
- JAVA 227
- Journalism 236
- Kannada 20 68
- Labour Development 12 33
- Library & Information Science
154 164 169 231
- Lab Tech 130
- Linguistics 53
- Medical Lab Tech 142
- Malayalam Language 152
- Marketing 165
- Mechanical Engg 142
- Mobile Computing 243
- Modern Inf System 243
- Modern Telugu 209
- Money & Banking 165
- Multipurpose Health Worker
142
- Music 180 185
- Non Violence & Peace 133
- Nursery Teachers Trg Edn 142
- Nutrition & Child Care 12 20
- Nutrition & Dietetics 68
- Nutrition & Food 33
- Office Computing 39
- Office Management 60
- Offset Machine Printing 60
- Operation Research 165
- Optometry Tech 142
- P C Software 7
- Participatory Forest Mgt 12
- Participatory Mgt of
Displacement, Resettlement
and Rehabilitation 13
- Participatory Project Planning 12
- Personnel Management 165
- Pesticulture 150
- Physical Edn 121
- Physiotherapy 130 142
- Preparatory 39
- Preparatory Skills in BSc IT 39
- Preparatory Programme in
Computing 12
- Primary Edn 13
- Professional Skills 197
- Proficiency in Urdu through
Eng/Hindi 182
- Psychology 165
- Publishing & Office Mgt 130
- Punjabi Lok Sangeet 121

- Radio/Radio Imaging Tech 130
 Refrigeration & Air Condition Tech 130
 Research Methodology 152
 Rural Development 12 20
 Rural Surgery 13
 Sericulture 150
 School Level IT Programmes 40
 Shahbhagi Vikas Niyojan 12
 Soft Skills 197
 Spoken English 180 194
 Stenography 130
 Signals & Systems 243
 Secretarial Practice 165
 T V Repairing 130
 Tamil (Grammar/Litt) 165
 Tamil Language 152
 Teaching of English 7 12 20
 Teaching of Primary School Maths 12
 Teaching of Nursery Edn 142
 Teaching of Nursery Edn (Maths & Eng) 142
 Techniques of Translation 224
 Telugu 152
 Textile Designing 130
 Tourism/Travel Management 7
 Tourism Marketing 7
 Tourism Studies 12 20 33
 Training for Beginners 35
 Urdu 53 136 137 182
 Video Communication 142
 Web Analyst 197
 Web Application Dev 30
 Women Empowerment & Development 13 33 180

Other Courses

- Bridge Course 133 137 193 241
 Beauty Parlour Mgt 40
 Domestic Wireman 40
 Foundation 56
 Fitter 40
 Floriculture 194
 Fabricator Welder 40
 Farm Radio School Programme 234
 Gurmat Sangeet Parveshika 210
 Gyan 210
 Industrial Security Guard 40
 Introductory Course 53
 Inter (Arts) 202
 Inter (Commerce) 202
 Lathe Operator (Turner) 40
 Mason 40
 Mechanic Two Wheeler 40
 Mechanic TV/VCD 40
 Mechanic Refrigerator 40
 Motor Rewinding 40
 Plumber 40
 Pre-Degree Course 147
 Pre-Degree Course in Oriental Language - Telugu 196
 Proficiency in Single Subject 32
 Punjabi Praveshika 210
 Single Subject 4
 U E T 224